

Cp366.3
W88

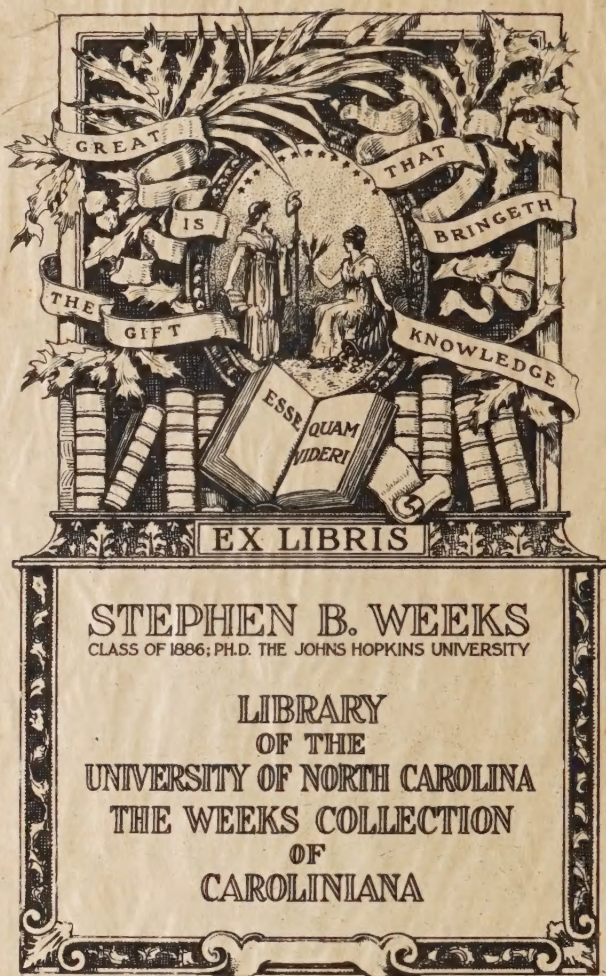
MANUAL OF LAW AND FORMS

Cp 366.3
W88

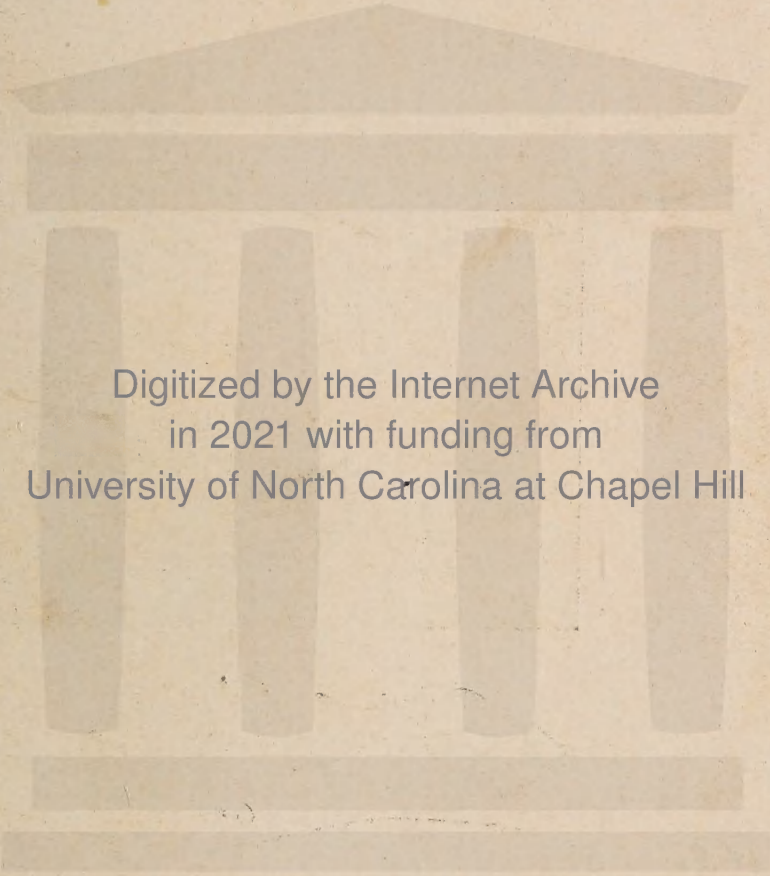
Manual of Law and Forms



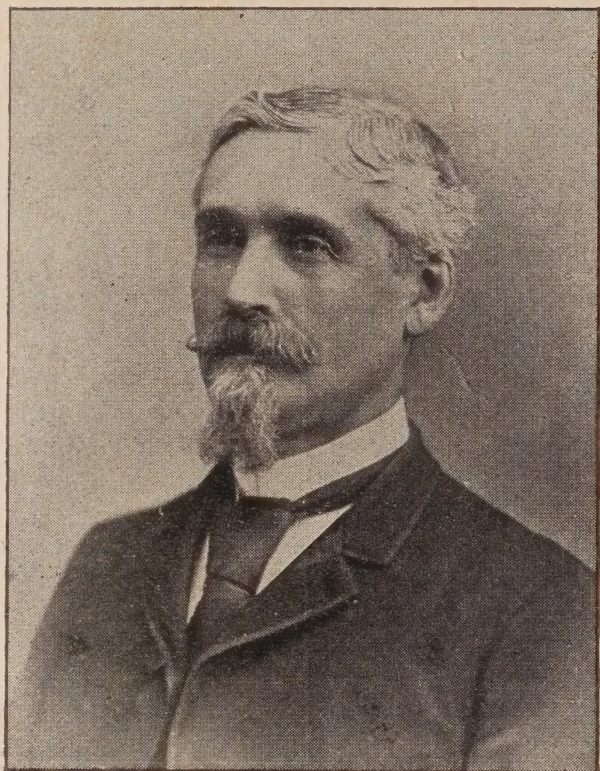
WOODELL.



Cp 366.3 - W88



Digitized by the Internet Archive
in 2021 with funding from
University of North Carolina at Chapel Hill



B. A. Woodell
Grand Secretary

Multum in parvo.

Ep 366.2
W88
x

A MANUAL
OF
LAW AND FORMS
WITH SKETCH, STATISTICAL TABLES, FORMS,
AND PARLIAMENTARY POINTS
FOR
ODD FELLOWS IN NORTH CAROLINA.

COMPILED AND PUBLISHED BY

B. H. WOODELL,

Grand Secretary,

*Past Grand Master, Past Grand Representative, and Past Grand
Guardian, Sov. Grand Lodge.*

COPYRIGHT SECURED.

GREENSBORO, N. C.

C. F. THOMAS, JOB PRINTER,

1894

CONTENTS.

Forms.....	Pages 91-111
Grand Officers	12-15
Manual of Law	16-90
Parliamentary Points.....	112-122
Processions.....	110-111
Relief.....	10-11
Sketches of History.....	5-9
Statistical Tables.....	10-11

SHORT SKETCH OF HISTORY.

The Independent Order of Odd Fellows, as known in this country, is not very old. It came into existence by self institution in the City of Baltimore, State of Maryland, on the 26th day of April, 1819, by five men who had formerly been initiated into the Order of Odd Fellows in England. It is not very clear whether the five had all been initiated into the same Order or not. Nearly all Lodges in England in these early times had to make and use their own forms and ceremonies, as no general organization or federal head had assumed the contrroll of such matters, but the five men who had met for the purpose of forming themselves into the first lodge was not very scrupulous about forms; the spirit of the Order, which has been its great moving power ever since, was the incentive which controlled them in their great purpose. Thomas Wildey, John Welch, John Duncan, John Cheatham and Richard Rushworth, were the five men who laid the foundation and made possible the grand results which have been attained. Up to 1830 the order was so small that its benevolent work was not systematically kept, but since that time it has been scrupulously guarded so that now the Order is looked to for much valuable information statistically, both for life insurance and health statistics. The following was the status and work for one year of the Order prior to January 1st, 1894, in the United States and Canada:

Grand Lodges.....	55
Grand Encampments.....	50
Subordinate Lodges.....	10,295
Subordinate Encampments.....	2,557
Rebekah Lodges.....	3,292
Lodge Initiations.....	72,807
Encampment Initiations.....	13,272
Lodge Members.....	780,192
Encampment Members.....	136,090
Rebekah Members.....	202,442
Relief by Lodges.....	\$2,980,378 89
Relief by Encampments.....	289,418 92
Relief by Rebekah Lodges.....	43,172 58
Total Relief.....	3,312,970 39
Revenue of Lodges.....	7,547,515 49
Revenue of Encampments.....	650,566 77
Revenue of Rebekah Lodges.....	312,922 26
Total Revenue.....	8,511,004 52

STATISTICS OF THE ORDER FROM 1830 TO DECEMBER
31st, 1893, INCLUDING AUSTRALASIA, GERMA-
NY, DENMARK AND SWITZERLAND.

Initiations in Subordinate Lodges.....	1,947,711
Members relieved.....	1,809,045
Widowed families relieved.....	209,902
Members deceased.....	176,320
Total relief.....	\$64,376,265 92
Total receipts.....	168,056,287 65

CONDITION OF THE ORDER DECEMBER 31st, 1893.

Sovereign Grand Lodge.....	1
Independent Grand Lodges (German Empire, Australasia, Denmark and Switzerland).....	4
Subordinate Grand Encampments.....	54
Subordinate Grand Lodges.....	65
Subordinate Encampments.....	2,581
Subordinate Lodges.....	10,644
Encampment members.....	137,221
Lodge members.....	806,013
Rebekah Lodges.....	3,300
Sisters, members of Rebekah Lodges.....	108,732
Brothers, members of Rebekah Lodges.....	93,910

SKETCH OF N. C. ODD FELLOWSHIP.

The history of the rise and progress of Odd Fellowship in North Carolina has been partially written. If written in full, as it should and at some time will be, it would be an interesting history. As we purpose touching all matters in this little volume with brevity, we shall not attempt to give much history but simply to give dates, times and figures, so that reference may be made to them only for useful purposes.

The historiographer of North Carolina tells us that on the 26th day of April, 1841, just 22 years after the first Lodge was instituted in Baltimore, in the little village of Weldon the first Lodge of Odd Fellows was instituted in North Carolina. It was instituted by Rev. George M. Bain, of Portsmouth, Va., who was appointed District Deputy Grand Sire for this purpose, assisted by Rev. Jas. D. McCabe, of Richmond, the eloquent poet orator, who was once a noted character in the Order, with other members from Richmond, Petersburg and Portsmouth. It is due to Old Dominion Lodge No. 5, of Portsmouth, Va., that Odd Fellowship in North Carolina lays claim to its heritage. John Campbell, W. Thos. Whitfield, W. Burton Powell, Wm. M. Moody and Thomas Martin, of North Carolina, had become members of Old Dominion Lodge by initiation, and had withdrawn from that Lodge for the purpose of becoming the Charter members of Weldon Lodge No. 1 in their own State.

After the Lodge had been instituted, on the first day as soon as organized, W. S. G. Andrews and John R. Reston were initiated and became members of the Lodge

So we see that W. S. G. Andrews and John R. Reston were the first Odd Fellows ever made on North Carolina soil. John Campbell was the first Noble Grand in North Carolina, as he was afterward the first Grand Master of the Grand Lodge, and the first Grand Representative to the Grand Lodge of the United States. The second Lodge instituted in the State was Cape Fear No. 2, located in Wilmington, and was also instituted by Rev. Geo. M. Bain. This lodge was instituted on the 13th day of May, 1842, and was composed of the following Charter members: W. S. G. Andrews, W. P. Alsop, Charles Bradley, Valentine Hodgson, Anthony L. Wilson and Willie A. Walker, who had become members of Weldon Lodge and had withdrawn for the purpose. This Lodge is still on the roll and one of the best in the jurisdiction. The third Lodge instituted was Washington No. 3, and was located at Murfreesboro. This Lodge was also instituted by Rev. Geo. M. Bain on the 17th of May, 1842, only four days after No. 2 was instituted. We have been unable to get a complete list of the Charter members of this Lodge, but we find that one of its members, R. H. Worthington, was the second Grand Master of the Grand Lodge, and the second Grand Representative elected. The ravages of the war from 1861 to 1865 completely obliterated No. 3, and there is now scarcely a trace left of it, except in history, and that is meagre. Its number was given to Virginia Dare Lodge, which is located at Manteo, in Dare county, at the time it was instituted, which was July 1st, 1890.

As these three Lodges were the base upon which the Grand Lodge was founded, we will not pursue the Lodge history further.

On the 6th day of January, 1843, in the City of Wilmington, the Grand Lodge was duly instituted by the

District Deputy Grand Sire, Rev. Geo. M. Bain, and was composed of Past Grands from three Lodges, as follows: From Weldon No. 1, John Campbell, D. B. Boykin and T. C. Williams; from Cape Fear No. 2, Alex. McRae, John McRae, Rev. A. Paul Repiton and Rev. W. S. G. Andrews; from Washington No. 3, R. H. Worthington.

After the Grand Lodge was instituted the following officers were elected and duly installed :

John Campbell Grand Master, R. H. Worthington Deputy Grand Master, W. S. G. Andrews Grand Secretary, Alexander McRae Grand Treasurer, John McRae Grand Warden. T. C. Williams was appointed Grand Guardian, D. B. Boykin Grand Conductor, and Rev. A. P. Repiton Grand Chaplain. The Grand Lodge held for two days and adjourned *sine die*, but met again on May the 10th, 1843, in the same city, which was the commencement of the regular annual sessions. It met again in Wilmington in May 1844 and in 1845-'46-'47-'48. In 1849 it met in Raleigh and has been migrating from time to time ever since.

The following pages give the status of the order, as near as can be obtained, each year since the institution of the Grand Lodge :

Date.	No. of Lodges.	No. of Members.	Amount relief extended.	Total receipts.
1843	3	159	not given.	463 38
1844	4	257	615 69	2,358 83
1845	4	324	453 47	2,590 64
1846	7	450	806 20	4,364 52
1847	12	684	729 67	5,224 06
1848	16	920	849 53	8,345 70
1849	19	1000	1,434 53	7,499 66
1850	28	1287	2,414 06	11,817 22
1851	33	1396	1,798 05	13,575 90
1852	38	1602	2,567 48	14,913 51
1853	39	1666	2,333 33	12,515 07
1854	43	1765	3,122 30	14,307 48
1855	45	1806	3,987 43	20,161 39
1856	48	1548	1,883 46	19,821 90
1857	43	1325	2,024 58	12,436 20
1858	46	1256	1,647 80	7,972 61
1859	47	1180	1,433 22	6,882 54
1860	32	1026	2,119 63	9,348 24
1861	no session was held.			War period.
1862	"	"	"	"
1863	"	"	"	"
1864	"	"	"	"
1865	A called session was held in Greensboro.			
1866	11	547	83 75	115 60
1867	21	582	212 30	2,610 82
1868	22	654	641 05	2,315 55
1869	23	636	693 15	2,411 73
1870	23	731	420 13	3,660 67
1871	23	892	624 28	5,309 42
1872	15	641	533 03	not given.
1873	16	648	756 88	5,233 98
1874	27	1022	2,067 07	7,967 64
1875	47	1556	1,572 34	11,086 08
1876	52	1762	1,836 92	11,814 50
1877	58	1784	1,623 80	10,542 89
1878	60	1713	1,118 45	8,900 39
1879	54	1583	1,232 95	7,957 69
1880	50	1566	1,492 25	7,528 02

Date.	No. of Lodges.	No. of Members.	Amount Relief Extended.	Total. Receipts.
1881	43	1539	1,533 57	9,746 15
1882	39	1529	1,571 42	6,500 10
1883	38	1093	1,447 26	7,242 17
1884	40	1107	1,825 20	7,547 03
1885	42	1194	1,424 86	7,817 97
1886	41	1208	1,808 90	8,331 49
1887	36	1169	1,985 81	8,098 67
1888	36	1173	2,430 21	8,518 00
1889	41	1400	1,955 06	10,553 78
1890	60	2015	3,052 30	13,157 17
1891	71	2767	3,787 30	20,449 81
1892	87	3668	6,637 22	26,303 47
1893	102	4169	6,452 75	28,418 91
1894	109	4379	7,422 31	28,098 55
			\$88,462 95	\$452,437 40

ELECTIVE GRAND OFFICERS.

Date	Grand Master.	Deputy Grand Master	Grand Warden.	Grand Secretary.	Grand Treasurer.
1843	John Campbell,	R. H. Worthington,	John McRae,	W. S. G. Andrews,	Alexander McRae,
1844	R. H. Worthington,	John McRae,	W. S. G. Andrews,	T. M. Gardner,	J. D. Gardner,
1845	John McRae,	James A. McRae,	Robert Thomas,	Wm. O. Jeffreys,	J. D. Gardner,
1846	Alex. McRae,	Jas. A. Harrell,	Thad. D. Love,	Jno. B. Newby,	J. D. Gardner,
1847	Israel Disoway,	Edw'd Yarborough,	J. Cicero Justice,	Jno. B. Newby,	J. D. Gardner,
1848	Wm. H. McKee,	J. Cicero Justice,	Benj. I. Howze,	John McRae, Jr.,	D. McMillan,
1849	B. F. Hanks,	W. S. G. Andrews,	R. B. Haywood,	A. Paul Repiton,	D. McMillan,
1850	Jno. B. Newby,	Alexander Bethune,	Julius Wilcox,	Wm. D. Cooke,	R. B. Haywood,
1851	Perrin Busbee,	Julius Wilcox,	De Witt C. Stone,	Wm. D. Cooke,	T. M. Gardner,
1852	T. H. Hardenberg,	W. J. McElroy,	Jas. E. Morris,	A. Paul Repiton,	T. M. Gardner,
1853	Warren Winslow,	Edward W. Jones,	Peter Thurston,	A. Paul Repiton,	T. M. Gardner,
1854	Walter L. Steele,	W. S. G. Andrews,	J. B. Weirman,	A. Paul Repiton,	T. M. Gardner,
1855	W. S. G. Andrews,	Wm. J. Hoke,	Jas. E. Morris,	T. M. Gardner,	A. Paul Repiton,
1856	William J. Hoke,	Jas. E. Morris,	Justin E. Jones,	A. Paul Repiton,	Richard J. Jones,
1857	Ed. W. Jones,	Jno. A. Weirman,	J. M. Price,	A. Paul Repiton,	Richard J. Jones,
1858	Jno. A. Weirman,	Pomeroy P. Clark,	Jno. Sloan,	A. Paul Repiton,	Richard J. Jones,
*1859					
1860	Jno. Sloan,	William H. Clark,	W. R. Edwards,	T. M. Gardner,	Richard J. Jones,
1861	Martin Stevenson,	Wm. R. Edwards,	Walter P. Caldwell,	T. M. Gardner,	Richard J. Jones,
§					
1866	Levi M. Scott,	Jno. Wilson,	C. Lee Parker,	J. W. Gulick,	J. J. Sloan,
1867	A. Paul Repiton,	C. Lee Parker,	L. D. Pender,	J. W. Gulick,	John Sloan,
1868	R. A. Caldwell,	O. W. Telfair,	J. C. Wood,	J. W. Gulick,	C. Lee Parker,
1869	Wm. L. Smith,	Joseph H. Baker,	A. Barnes,	J. W. Gulick,	Daniel Cogdell,
1870	Seaton Gales,	Jno. G. Eiland,	Wm. J. Yopp,	J. W. Gulick,	Jos. H. Baker,
1871	Jos. H. Baker,	Wm. J. Yopp,	W. E. Edwards,	J. J. Litchford,	Rich'd J. Jones,

*No election held.

§War period of 5 years there was no meeting of the Grand Lodge

ELECTIVE GRAND OFFICERS.

Date	Grand Master.	Deputy Grand Master	Grand Warden.	Grand Secretary.	Grand Treasurer.
1872	W. J. Yopp,	Wm. H. Bagley,	S. W. Chamberlain,	J. J. Litchford,	Rich'd J. Jones,
1873	Wm. H. Bagley,	R. A. Watson,	Duncan G. McKae,	J. J. Litchford,	Rich'd J. Jones,
1874	Wm. R. Edwards,	vacant	I. B. Pallamountain,	J. J. Litchford,	Rich'd J. Jones,
1875	R. K. Speed	I. B. Pallamountain,	Jno. Taylor,	J. J. Litchford,	Rich'd J. Jones,
1876	Rich'd J. Jones,	A. J. Burton,	P. C. Carlton,	J. J. Litchford,	Theo. F. Kluttz,
1877	A. J. Burton,	Theo. F. Kluttz,	C. M. Brown,	J. J. Litchford,	Rich'd J. Jones,
1878	W. F. M. Ehringhaus,	LeRoy G. Bagley,	J. C. Ellington,	J. J. Litchford,	Rich'd J. Jones,
1879	LeRoy G. Bagley,	N. M. Jurney,	Jno. L. Dudley,	J. J. Litchford,	Rich'd J. Jones,
1880	N. M. Jurney,	C. M. Busbee,	Junius Slocumb,	J. J. Litchford,	Rich'd J. Jones,
1881	C. M. Busbee,	Junius Slocumb,	Jas. F. Payne,	J. J. Litchford,	Rich'd J. Jones,
1882	B. H. Woodell,	Jas. F. Payne,	Jno. E. Woodard,	J. J. Litchford,	Rich'd J. Jones,
1883	J. F. Payne,	Jno. E. Woodard,	H. G. Bates,	J. J. Litchford,	Rich'd J. Jones,
1884	Jno. E. Woodard,	Jno. H. Masten,	C. B. Edwards,	J. J. Litchford,	Rich'd J. Jones,
1885	Junius Slocumb,	C. B. Edwards,	W. A. Bobbitt,	B. H. Woodell,	Rich'd J. Jones,
1886	C. B. Edwards,	W. A. Bobbitt,	J. H. Cordon,	B. H. Woodell,	Rich'd J. Jones,
1887	W. A. Bobbitt,	J. H. Cordon,	Jno. H. Pool,	B. H. Woodell,	Rich'd J. Jones,
1888	J. H. Cordon,	J. W. Albright,	Jos. G. Brown,	B. H. Woodell,	Rich'd J. Jones,
1889	Jos. G. Brown,	Jno. H. Pool,	Jno. F. Bruton,	B. H. Woodell,	Rich'd J. Jones,
1890	Jno. H. Pool,	Jno. F. Bruton,	Jno. D. Bellamy, Jr.,	B. H. Woodell,	Rich'd J. Jones,
1891	Jno. F. Bruton,	Jno. D. Bellamy, Jr.,	W. D. Gaster,	B. H. Woodell,	Rich'd J. Jones,
1892	Jno. D. Bellamy, Jr.,	W. D. Gaster,	W. C. Douglass,	B. H. Woodell,	Rich'd J. Jones,
1893	W. D. Gaster,	W. C. Douglass,	C. F. Lumsden,	B. H. Woodell,	Rich'd J. Jones,
1894	W. C. Douglass,	C. F. Lumsden,	W. T. Dortch,	B. H. Woodell,	Rich'd J. Jones,

GRAND REPRESENTATIVES.

1843	John Campbell,	_____	_____
1844	Alex. McRae,	_____	_____
1845	Alex. McRae,	_____	_____
1846	Alexander McRae,	_____	_____
1847	Wm. E. Anderson,	_____	_____
1848	Wm. H. McKee,	Talcott Burr, Jr.,	
1849	Jno. H. Manly,	Talcott Burr, Jr.,	
1850	Jno. N. Washington,	John H. Manly,	
1851	John Winslow,	Jno. N. Washington,	
1852	Walter L. Steele,	J. B. Newby,	
1853	Ed. W. Jones,	Walter L. Steele,	
1854	W. L. Steele,	E. W. Jones,	
1855	R. A. Caldwell,	W. L. Steele,	
1856	Jno. N. Washington,	R. A. Caldwell,	
1857	R. A. Caldwell,	Wm. J. Hoke,	
1858	Wm. J. Hoke,	R. A. Caldwell,	
1859	No election held.		
1860	R. A. Caldwell,	Wm. J. Hoke,	
1861	There was no meeting or election held.		
1866	Wm. J. Hoke,	_____	_____
1867	Wm. J. Hoke,	_____	_____
1868	Wm. H. Clark,	_____	_____
1869	Wm. H. Clark,	_____	_____
1870	Wm. L. Smith,	_____	_____
1871	Wm. L. Smith,	_____	_____
1872	Seaton Gales,	_____	_____
1873	Seaton Gales,	_____	_____
1874	Wm. H. Bagley,	Seaton Gales,	

GRAND REPRESENTATIVES.

1875	Wm. H. Bagley,	Seaton Gales,
1876	Seaton Gales,	Wm. H. Bagley,
1877	Wm. H. Bagley,	Seaton Gales,
1878	Rich'd J. Jones,	Wm. H. Bagley,
1879	Wm. H. Bagley,	Rich'd J. Jones,
1880	Rich'd J. Jones,	Wm. H. Bagley,
1881	N. M. Journey,	Rich'd J. Jones,
1882	Rich'd J. Jones,	N. M. Journey,
1883	B. H. Woodell,	Rich'd J. Jones,
1884	Jas. F. Payne,	B. H. Woodell,
1885	Jno. E. Woodward,	Jas. F. Payne,
1886	Junius Slocumb,	Jno. E. Woodard,
1887	C. B. Edwards,	Junius Slocumb,
1888	W. A. Bobbitt,	C. B. Edwards,
1889	Jas. H. Cordon,	W. A. Bobbitt,
1890	Jos. G. Brown,	Jas. H. Cordon,
1891	W. A. Bobbitt,	C. B. Edwards,
1892	Jno. F. Bruton,	W. A. Bobbitt,
1893	Jno. D. Bellamy, Jr.,	Jno. F. Bruton,
1894	W. D. Gaster,	Jno. D. Bellamy, Jr.

MANUAL OF LAW.

ABSENCE.—Absence of an officer a majority of the meeting nights of a term, unless excused on account of sickness of himself, forfeits the honors of the office. A leave granted by his Lodge does not avail. If absent three successive Lodge nights the Lodge may declare the office vacant. If an elective officer is absent at the time of the installation, unless excused by his Lodge, another may be elected. A Junior Past Grand cannot be fined for absence. If the Noble Grand is absent, the Vice Grand presides. If the Vice Grand is absent a third degree member (or his supporter) may fill the Chair *pro tem.* except during the conferring of degrees. If both the Noble Grand and Vice Grand be absent, a Past Grand must occupy the Noble Grand's chair.

A Lodge cannot fine members for absence from meetings. May fine members for not attending the funeral of a deceased brother, if by-laws provide. An absent member may be granted a card (visiting or withdrawal) and obtain the password upon a letter from his Lodge. Sick benefits cannot be withheld from a member entitled to them, on account of absence. [See cards, pass word.]

ABSENCE, TEMPORARY.—Temporary absence means absence from the Chair but still within the Lodge or ante-room. If the Noble Grand or Vice Grand be temporarily absent, their right supporter occupies their Chair. [See Noble Grand, Vice Grand, officers, etc.]

ACCOUNTS.—Private business account are not the subject of proper consideration in the Order. Civil Courts are the place for them. The tribunals of the Order cannot undertake to adjudicate differences growing out of

civil transactions, unless such transactions are such as to bring public scandal. No one is allowed to interfere with the accounts of the officers of a Subordinate Lodge, except the Noble Grand, District Deputy, Grand Master, or a Committee having authority from the Grand Lodge. [See offenses, trials, etc.]

ADJOURNMENT.—A Lodge cannot hold adjourned meetings. Any other than regular meetings must be called according to by-laws. A motion to adjourn is always in order, and if adopted the Lodge must be closed in due form. Motion to adjourn is not debatable. [See parliamentary points.]

ADVERTISEMENT.—To display any emblem of the Order in a business or other advertisement is prohibited.

AGREEMENT.—Any agreement upon the part of any one not to receive benefits before becoming a member of the Order is void, and if such agreement is entered into the lodge is liable for any benefits accruing.

ALTERNATE.—An alternate should be elected at the same time the representative to the Grand Lodge is elected. In case the representative cannot attend, the alternate becomes the representative. [See Representatives.]

AMENDMENTS to the Grand Lodge Constitution lie over for one year before being acted upon. To the Constitution for the government of Subordinate Lodges, can be adopted at the session of the Grand Lodge when offered. By-laws of Subordinate Lodges can be amended by said Lodges, but such amendments must be examined and approved by the Grand Lodge or its authorized committee before they can be enforced. They must lie over before being acted upon when it is so provided, and such amendments cannot be amended when they have so lain over and come up for action.

An amendment to the by-laws being legally adopted and properly approved, goes into effect immediately, and effects all the members alike. If it increases dues, reduces sick benefits, or vice versa, it must be obeyed. A receipt for dues paid in advance does not exempt a member from the increase by amendment. In the Grand Lodge not more than two, an amendment to an amendment can be entertained. [See constitutions and parliamentary points.]

ANCIENT ODD FELLOW.—Is one who has been regularly initiated into the Order and retires therefrom in good standing, either by taking a withdrawal card or by resigning his membership in the Order. If he takes a card he becomes an ancient Odd Fellow at the expiration of one year from the date of his card; if by resignation he at once becomes an ancient. After becoming an ancient Odd Fellow he cannot visit any Lodge, nor participate in any of its work or ceremonies, nor can a lodge, as such, attend his funeral.

If an ancient Odd Fellow apply for membership in a Lodge, who cannot produce satisfactory evidence of former membership, he can only be admitted by initiation, and must set forth in his petition that he has never been suspended or expelled from the order, and is unable to obtain any evidence of his former membership. Satisfactory evidence should come from the Lodge of which an ancient was formerly a member, and if such Lodge is extinct it should come from the Grand Secretary of the State where such Lodge existed. He may join in a petition with others for a new Lodge. When admitted to membership he is entitled to rank the same he did in his former lodge. He pays the same fee as charged for initiation only, for a person of the same age, except when applying as non-beneficial. [See fees, cards, etc.]

ANNIVERSARY.—Of the Order is April 26th. Every Subordinate Lodge or Encampment is urged to celebrate on that day. Anniversary of Lodges may be celebrated and the regalia of the Order worn when permission is given by the Grand Lodge or Grand Master. The Grand Lodge may celebrate the anniversary of the Order. Title of officers conducting the celebration must be according to the body that celebrates. A Lodge can donate its funds to pay the expense of celebrating in a sonable amount. Can wear the regalia when desired, in celebrating the Anniversary of the Order in obedience to Grand Masters proclamation.

APPEALS.—No appeal lies except from a final decision, and must be taken within the time prescribed by law. The time cannot be revived if suffered to lapse. Any member can appeal from the action of the Grand Lodge by consent. Grand Master cannot grant permission to appeal from Grand Lodge. Can appeal from the action of his own Lodge if written in duplicate and filed with the Noble Grand within one month from the time of the action complained of. If upon conviction of charges of misconduct six months is allowed to appeal to the Grand Lodge. The decision of a Lodge stands pending an appeal. Not necessary to ask for a new trial before an appeal is taken. Pending an appeal from the Grand Lodge to the Sovereign Grand Lodge a Subordinate must obey the decision of the Grand Lodge. A Subordinate Lodge must abide by the decision of the Grand Lodge, pending appeal. An appeal from the action enforcing a penalty acts as a stay of proceedings until decided. No additional privileges are allowed members pending an appeal.

In all cases of appeal from the Grand Lodge to the Sovereign Grand Lodge the consent of the Grand Lodge must be obtained; the appeal papers must show this as

well as the facts in the case and be certified to by the Grand Master and Grand Secretary and the papers printed.

The Grand Master must entertain appeals from his decision. An appeal from the decision of the Noble Grand should be to the Lodge and from the Lodge to the District Deputy. From the District Deputy to the Grand Master. An appeal from the action of a Lodge in enforcing a penalty for crime should be taken to the Grand Lodge direct. [See charges, trials, etc.]

APPLICATION.—For membership in Subordinate Lodge must be made in writing or on printed blank and signed, giving name, age, residence and occupation. Must be referred to a committee of three and lie over until a succeeding regular meeting before being balloted on. May be withdrawn without the consent of the Lodge before the report of the committee thereon is read, but not afterwards. Cannot be withdrawn from the committee. Fee must accompany the application. Form of application given in forms. If rejected the party's application for either initiation or degrees cannot be entertained until the expiration of six months. A rejected applicant for initiation, should he desire to apply again must apply to the Lodge rejecting him, unless it was done when applying for a charter for a new Lodge, in which case he must apply to the new Lodge.

For degrees after initiation can be balloted on at once. If for membership by card must be referred to a committee and lie over one meeting. For reinstatement the same. No limit to number of times a person may apply who is rejected, provided the time elapses. Applications cannot be entertained or balloted on except at regular meetings. Lodge must ballot on an application whether the report is favorable or unfavorable by the committee.

If an applicant for initiation is rejected the Grand Secretary must be notified within ten days.

Application from citizens of another State should be accompanied by permission from the Grand Lodge or Grand Master, unless special regulations have been adopted by such States. If the applicant is elected and fails to present himself within the time prescribed by the by-laws the Lodge may declare his right forfeited. Applications for visiting cards may be made by written application to the Noble Grand and Secretary during the interim, or at a regular meeting of the Lodge. For a withdrawal card only at a regular meeting, and is granted by two-thirds majority vote by ball ballot.

Charges may be preferred against a member while his application for a card is pending. Application for aid or assistance from a Lodge or members of other Lodges, cannot be entertained unless it be accompanied by the permission of its Grand Body or principal Grand Officer. The manner of petitioning for aid is given in forms. For membership in a Rebekah Lodge must be ballotted on. For withdrawal card must be in open Lodge. May be withdrawn before ballot. If card refused member may resign if no charges pending. Charges may be preferred pending application. Should be refused pending charges. [See cards, fees, etc.]

APPROPRIATION.—Of Lodge funds is discretionary within the limit of being for the legitimate purposes of the Order. Can appropriate to pay the expenses of celebrating the anniversary in a reasonable way, but not for pleasure or gratification of members. Cannot appropriate for pleasure excursions, picnics, balls, banquets or parties. Cannot appropriate for entertaining grand officers or for celebrating the anniversary of the Lodge. May appropriate for memorial services. May appropriate to mem-

bers in ill health, who are not entitled to sick benefits. May appropriate to assist new Lodges. Cannot appropriate for prize drills, or other contests. Cannot appropriate at informal or illegal meeting. [See Funds, etc.]

ARREARS.—For dues, if for thirteen weeks, cannot speak or vote, nor entitled to sick or funeral benefits. If for twelve months, may be suspended or dropped. If in arrears, can tender a part of his dues which must be accepted. Cannot pay up arrears while sick, for the purpose of entitling to benefits. Cannot fall in arrears during sickness, if entitled to benefits when sickness commenced, Lodge must retain enough out of benefits to keep him in good standing. If in arrears but not dropped, entitled to visitation while sick and burial with honors. Arrearages may be compromised or remitted after suspension, or for dues accruing during suspension for cause or crime. Cannot obtain password if in arrears for dues, fines or assessments at end of term, nor hold office. May visit own Lodge when in arrears until dropped. [See Dues, Passwords, etc.]

ASSEMBLY.—A Grand Lodge may charter and organize a Rebekah Assembly within their own jurisdiction, provided ten Rebekah Lodges petition therefor. May clothe such assembly with such powers and surround it with such limitations as they may deem best in order to carry out the purposes of such Lodges. (See Rebekah Lodges.) The officers of such State Assemblies shall be a President, Vice-President, Secretary and Treasurer to be elected as prescribed by constituted authority. The president has power to appoint a Marshal, Conductor, Chaplain, Inside and Outside Guardian. All of these officers must be females. The President and Secretary may grant and sign, with the grand officers issuing, charters for Rebekah Lodges in its jurisdiction. State

Assemblies must make such reports to the Grand Lodge as required by it. [See Reports, &c.]

ASSESSMENTS.—The Grand Lodge has power to assess its Subordinate Lodges for sufficient funds to meet its expenses. It may assess them for the support of Homes for indigent Odd Fellows or for the support of widows or educating and caring for orphan children of deceased Odd Fellows. It may also assess the membership for such purpose. Lodges may assess their members to pay benefits or funeral expenses. By-Laws should prescribe under what conditions assessments can be levied. Assessments according to law must be charged as dues, Lodge cannot assess its members for insurance, nor to fit up a hall unless authorized by special legislation. Cannot assess the general fund to pay a member's insurance. [See Funds, etc.]

ATHEIST.—An Atheist cannot hold membership in this Order.

BALLOT AND BALLOTING.—All balloting for election of officers or for testing guilt on trial or punishment for crime is by a written ballot. All balloting for membership; for degrees, withdrawal cards, or for re-instate-ments is by ball ballot, and can be taken only at regular meetings. All balloting is done while open in the third degree. A separate ballot for each degree is necessary before a member can advance. Two black balls reject for membership by initiation, or an ancient Odd Fellow, or for re-instatement, or advancement to any degree. Three black balls reject on deposit of card in date. A favorable ballot cannot be reconsidered; it may be declared void by a two-third majority vote, when it has been discovered, before the applicant has presented himself that there was fraud, or that the applicant is unworthy. An unfavorable ballot can be reconsidered, when all

the members who voted black balls voluntarily move a reconsideration. When this is done a ball ballot is immediately taken, and if no black ball appears the reconsideration is carried and the matter goes over until the next regular meeting. Then another ball ballot is taken when if no black ball appears the applicant is elected. When a ballot appears unfavorable, if it be desired to ascertain whether a mistake has occurred, another ballot may be at once taken so as to verify. A visiting card may be granted without a ballot, but a withdrawal card cannot. Two-thirds of the votes cast must be in favor of granting a withdrawal card. A lodge must ballot upon an application of one of its members for a withdrawal card unless charges are pending, or preferred. When the law makes it the duty of a Lodge to grant a dismissal certificate, it is needless to ballot. It requires a vote of two-thirds majority to expel. A ballot on expulsion cannot be reconsidered. No balloting for membership or degrees can take place at a called meeting. The Noble Grand cannot be required to give the number of black balls in a ballot. [See Charges, Trial, Votes, etc.]

BENEFITS.—Weekly benefits for sickness or disability, is a fundamental principle, and must be paid. Benefits are a right and not charity. If necessary a lodge must tax its members more than the regular dues to enable it to pay benefits. This right cannot be suspended by the Grand Lodge or Grand Master. Must pay continuously during sickness or disability, some amount. Not bound to pay for first week unless the By-Laws so declare. Fractional part of week not considered unless by-laws so prescribe. Amount of, fixed by by-laws above the minimum. Lowest amount a Lodge can pay is two dollars per week for one year continued disability, and one dollar per week after one year during disability. Maximum amount is

one-half the amount per week, of the amount charged as weekly dues per year; unless the Lodge has an income other than for initiations, degrees and dues. The Grand Lodge fixes the minimum amount. A lodge can pay members who have not attained the third degree if the by-laws so provide. A member owing thirteen weeks' dues or more is not entitled to benefits. Benefits are only paid for the time of disability from natural causes, if disability is prolonged by drinking or other immorality the Lodge is not liable. A member must have been a member for six months before he is entitled to benefits. A lodge can withhold benefits when sickness is caused by intemperance or other immoral conduct, until the facts are settled. Unless benefits are applied for within twelve months after becoming due the claim is debarred. The proper officers of a lodge must tender benefits to their members who are entitled to them. If able to superintend business not entitled.

After benefits accrue to a member the amount cannot be reduced. By amendment to by-laws may be reduced at any time before they accrue, provided not below the minimum. If in arrears when taken sick or disabled cannot pay up during disability and become entitled. If in arrears from fault of Lodge is entitled. Member cannot fall in arrears during disability; the Lodge must apply benefits to dues and keep him in good standing. A member becoming blind or lunatic, if otherwise entitled is entitled to continuous benefits. If in an asylum at the expense of the State is entitled. May relinquish benefits when placed in a home supported by his Lodge, when the Lodge has privilege of placing him there. Change of residence does not effect benefits. The right of funeral benefits is in the family of the deceased. Widows, orphans under age, or dependent relatives, or

relatives who depended upon the deceased for support if in the family are proper recipients of funeral benefits. Executors and administrators are not. Legal representatives are not recognized as claimants. Funeral expenses are only paid when provided by law, and when actually incurred. May be paid to the party who incurs the expense. A funeral or burial expense can be paid from the general fund or by an assessment pro rata. A Lodge must pay some amount toward burial expenses if the member was entitled, subject to the following regulations: If the member be buried by another Order which conducts exclusively the funeral ceremony and pays the expense under a law of its own entitling him to said expense, or when the deceased is buried at the expense of the government the Lodge is not bound to pay any part of the expenses. But when one or more benevolent organizations unite with this Order in conducting the funeral ceremonies of the deceased, and the by-laws or rules of such organization entitle him to such burial expenses, the Lodge must pay its proportional part of such burial expense, unless such other organizations fail to pay any part of said expenses, in which case the Lodge is not released from the obligation to pay the whole expense as provided. If the funeral ceremonies are not conducted by any other Order of which deceased was a member and this Order conducts it alone and said other order may have paid the amount due by its law it shall not release the Lodge from the payment of the full amount named in its by-laws. Administrators and legal heirs are recognized as claimants for funeral expenses when incurred by them.

If a member commits suicide his widow is entitled to a funeral benefit.

If a member dies from disease brought on by intem-

perance or other immoral conduct, if the Lodge was aware of it sufficient time to prefer charges and fails to do so, his beneficiary is entitled to funeral benefits.

If a member has been admitted free he is not thereby debarred from benefits. If a member donates his benefits back to the Lodge he cannot reclaim them. A different rate of benefits to members of the same degree is not allowed. When by-laws are amended affecting benefits it effects all alike.

The amount of sick benefits, funeral expenses, or funeral benefits payable to a member must be inserted in a visiting card taken by a member, and the Lodge issuing the card is only liable for the amount so stated.

It is the duty of every Lodge to render relief to a member entitled to it upon his presenting a proper card; and it should enter upon his card the amount so furnished. A member is entitled to attentive benefits until suspended. May not be entitled to nursing unless provided by the by-laws of his Lodge. If a Lodge provides for hiring a nurse it should insert the fact, with amount to be paid, in or on the back of all visiting cards. A Lodge is bound only for the amount so expressed. [See arrears, cards, nurse, etc.]

BONDS.—The Grand Secretary and Grand Treasurer are required to give bond. Financial officers of Lodges give bond when required by the by-laws of their Lodges.

BY-LAWS.—Lodges make their own By-Laws subject to the approval of the Grand Lodge. If a by-law conflicts with the General laws of either the State Grand Lodge or the Sovereign Grand Lodge it is void. A by-law cannot be suspended unless in the manner prescribed by it. By-Laws of Subordinate Lodges must be approved by the Grand Lodge or its duly authorized committee before they can be enforced. Amendments to by-laws

must be approved in the same way. By-Laws may declare the right of elected applicants forfeited who do not present themselves for initiation within a reasonable time. A by-law cannot be amended by a simple resolution. [See Amendments, etc].

CARDS.—Cards are of two kinds. Visiting and withdrawal. There are also cards issued to wives and widows. The Sovereign Grand Lodge prescribes the forms and furnishes the cards. They are never issued by State Grand Lodges except certain cases when a Lodge ceases to work. A visiting card may be granted to a member entitled to it by the N. G. and Rec. Secretary of a Lodge during recess or between sessions. To become entitled to a visiting card a member must be free from charges and pay his dues to the time the card is to run. His highest rank should be expressed on the face of the card. All the benefits he is entitled to, both pecuniary and otherwise, should be expressed on the card. A visiting card in date, is sufficient warrant for advancing benefits, but the Lodge issuing should be promptly notified. An initiate is entitled to a visiting card or withdrawal card if otherwise entitled under the law. When a visiting card expires it cannot be extended but must be returned to the Lodge issuing it. Granting visiting cards is a matter of course when members are entitled to them. A Lodge charges for issuing cards whatever its by-laws prescribe. If the member holding a visiting card be a non-beneficial member the fact should be endorsed on the card. A member receiving a card should sign it in the presence of the officer from whom he receives it. A member receiving either a visiting or withdrawal card is entitled to the annual traveling pass word in use at date of issue. A member is entitled to a withdrawal card who pays up all his arrears, unless there be charges preferred against

him for misconduct. They are granted in open Lodge at a regular meeting by ball ballot. It requires two-thirds of the votes cast to grant a withdrawal card. Ballot should be taken immediately upon proper application. When withdrawal card is granted it severs the members connection entirely. A quorum must vote on an application for card. After granting the card must be issued. If a card is lost a duplicate may be issued. A vote granting a withdrawal card cannot be reconsidered. Card may be annulled for causes not known when granted. Cannot be annulled after it expires or after having been deposited and accepted by any Lodge. Can be annulled prior and holder placed on trial. The holder of an unexpired withdrawal card is entitled to the A. T. P. W., and the right to visit any Lodge.

The effect of annulling a card is to place the member back where he was before the card was granted. It is proper for any Lodge to report to a Lodge that issues a card the improper conduct of the holder. If tried and acquitted he remains as he was before the card was granted. Withdrawal card expires twelve months from date. It then remains as evidence only of former good standing. After it expires he is not under the jurisdiction of the Order. An expired card cannot be revived by any Lodge or the Grand Master.

A Grand officer taking a withdrawal card does not vacate his office if deposited within thirty days in the same jurisdiction, but should not exercise the functions of his office during the time. [See benefits, pass words, charges, visiting, etc.]

CERTIFICATES.—Dismissal certificate is only granted to a member who has been suspended for non-payment of dues. The fee in all cases for a dismissal certificate is one dollar. The form is issued and sold by the Sovereign

Grand Lodge. A Lodge can grant a dismissal certificate or not, when the applicant has not been suspended five years. After his suspension for five years it becomes mandatory and the Lodge is bound to grant it upon application and payment of fee, unless charges are preferred for immoral conduct. If the applicant lives out of the State the Lodge is bound to grant the certificate upon application and payment of fee.

If a Lodge refuses to reinstate a suspended member who is suspended for N. P. D. it is bound to issue a dismissal certificate upon proper application and payment of fee. Holder of dismissal certificate is not entitled to the A. T. P. W. or the right to visit any Lodge. [See dismissal certificates.]

Former members of defunct Lodges may be given certificates by the Grand Secretary, which severs any connection with their former Lodge. They cannot visit a Lodge on these certificates, but should attach them to an application for membership as evidence of former membership. Grand Secretary cannot give certificate unless charter and books are surrendered.

Certificates of service are given to all Past Grands to enable them to obtain the Grand Lodge degree without vote. Certificate of rank or grade to enable a third degree member to apply for membership in an Encampment or a Rebekah Lodge is given without vote. [See members, arrears, etc.]

CHAPLAIN.—Its duties cannot be enforced by fine. He is appointed by the N. G. in his Lodge. Grand Chaplain is appointed by the Grand Master. His duties are to open and close the Grand Lodge with prayer. Chaplain in a Lodge is considered an office qualifying its incumbent for the office of Vice-Grand.

CHARGES.—Charges for misconduct must be preferred

before a trial can be had. They should be definite and certain, specifying the offense. Must be presented to the Noble Grand in writing. Noble Grand shall not receive an accusation unless presented to him in person by the accuser with the names of the witnesses. The accuser need only be known to the Noble Grand. Duty of every Odd Fellow to prefer upon learning of any misconduct on the part of any other brother, wherever committed. Duty of the Noble Grand if aware of misconduct. The holder of an unexpired card may prefer. If charges are brought by a member against a member of another Lodge he should present them in his own Lodge and they should be certified by his Noble Grand and Secretary to the Lodge of the accused member.

A Lodge has the right to prefer against an individual member. A Lodge can dismiss charges when they are deemed improper or insufficient. May be preferred against a sitting Past Grand, Noble Grand or other officers. Pending charges against a member he is debarred from benefits until the question of guilt is decided. If not found guilty he is entitled, being otherwise so. If more than one charge is preferred the question of guilt may be treated separately. When preferred the Noble Grand shall appoint a committee of three to examine and report the evidence adduced. They shall be the peers of the accused.

When charges are preferred, unless against the sitting Past Grand, he becomes the prosecuting officer. The committee to examine the evidence must notify of their meeting. Cannot meet in a barroom. A witness cannot be interrogated as to whether he preferred the charges. No portion can be dismissed after the evidence is read. If acknowledged by the accused it is unnecessary to vote on guilt or innocence. If the accused

absconds or is absent, after due notice, the charges may be investigated.

Undecided charges against an officer does not suspend him from performing the duties of his office. May be preferred against a Grand Master or other Grand officer. May be preferred in the Grand Lodge. May be preferred against a member holding an unexpired withdrawal card, or a member suspended for non-payment of dues, or one holding a dismissal certificate. An officer or member cannot resign pending charges. A member under charges is not deprived of any right except to receive benefits, until decided.

Crimes for which charges should be preferred are too numerous to give, but obtaining relief on card and not repaying the same, acquiring the pass word illegally, publishing, selling, using or being in possession of illegal work, publishing name of expelled member, improper conduct in Lodge room, embezzlement of Lodge funds, slander, false claim for benefits, displaying emblems of the Order improperly, &c., &c., are some of the subjects for which charges should be preferred. [See offenses, trials, witnesses, evidence.]

CHARTER.—The Grand Lodge is the only source from which a charter for a Subordinate Lodge can be obtained. The Grand Master and Grand Secretary may, in their discretion, issue charters for new Lodges, but their action is subject to the review of the Grand Lodge. The fee for a charter is thirty dollars, which must be paid at time of or before delivery. There are two Rituals, a degree chart and necessary officers books, given with a charter.

Rebekah Lodges are chartered by the Grand Lodge, free of charge.

A charter may be issued upon the application of five or more third degree members who are in possession of

unexpired withdrawal cards. It may also be issued to third degree members who have been specially made so for the purpose of instituting a new Lodge. Members holding expired withdrawal cards or dismissal certificates or certificates from Grand Secretary, may sign with others an application for a charter, provided the requisite number of applicants in good standing apply. A State Grand Lodge can refuse to grant a charter. A Lodge forfeits its charter when it fails to make proper returns to the Grand Lodge. A majority cannot surrender a charter, if five members are willing to work under it. Only those present at the institution of a Lodge are its charter members, all others come in by petition and ballot, and pay full fees. The name of any living person cannot be used as the name of a Lodge. A Lodge does not forfeit its charter by failing to hold a part of its regular meetings, but a majority should be held. When a Lodge surrenders its charter a list of the widows and orphans should be furnished the Grand Secretary. After charter has been surrendered it may be restored by complying with the requirements of the law. [See Lodges Subordinate.]

CHARTS.—The form of chart for conferring degrees is the property of the Sovereign Grand Lodge, and Lodges are not permitted to make them. A chart containing emblems of the Order, not published by the Sovereign Grand Lodge, containing no certificate requiring the signature of an officer of the Order may be published and sold. A chart containing figures, emblems or mottoes not found in our Order is not to be used by Lodges. It is a crime to circulate charts as being authorized by law, unless they are so authorized. [See Diplomas.]

CHINESE.—Chinese and Polynesians are not eligible to membership in the Order.

COMMITTEES.—In the Grand Lodge standing committees are appointed by the Grand Master and are enumerated in Art. XIX. of the Constitution. That on Constitution and By-Laws hold over from the session they are appointed until the next. The chairman of a committee which holds over has his expenses paid to the following session so as to enable him to report. All reports of committees must be made in writing and signed. The chairman of a committee has the right to close debate upon their report. A visiting committee consists of seven of the officers of a Lodge. The Noble Grand is ex-officio chairman of the Visiting Committee. One member of that committee must visit the sick each day. They must ascertain the condition of the sick and report it daily. Committees to investigate the character and fitness of applicants for membership are appointed when an application for membership is received. They are expected to fully examine and report at the next regular meeting, if fully satisfied, their own opinion as to the applicant's fitness. [See applications.] Committees to examine evidence, in case of charges, are appointed by the Noble Grand. They must notify the Secretary of the time of meeting and cause requests to be issued to parties at interest. [See trials.] Must hear and register evidence; may suppress evidence not pertinent to the issue; may take testimony of persons outside the Order bearing on the issue involved. A Grand Lodge cannot appoint a committee to try a member of a Subordinate Lodge. [See trials, evidence, offenses, etc.]

CONFLICT OF LAW.—The laws of the Sovereign Grand Lodge are supreme. When the law of a State Grand Lodge conflicts with the laws of the Sovereign Lodge, it is void. The law of the State Grand Lodge

is superior to the law of a Subordinate Lodge. Subordinate Lodges must make their law to conform to the State and Sovereign law. If the Grand Lodge adopts a law which conflicts with its former law, where both cannot stand, the latter repeals the former.

CONSOLIDATION.—Any two Lodges, not exceeding ten miles apart, may consolidate upon such terms as they may agree upon, subject to the approval of the Grand Lodge. Cannot consolidate if a sufficient number of either desire to retain and work under their charter. A consolidated Lodge should hold the books, funds and property of the two Lodges consolidating, and sustain the same relation to former members of their Lodge.

CONSTITUTION.—Of State Grand Lodges must be approved by the Sovereign Grand Lodge. State Grand Lodge has power to make uniform Constitutions for the government of Subordinate Lodges in their jurisdiction. Subordinate Lodges are bound to conform to the Constitution; must make their by-laws to conform thereto. A Grand officer cannot suspend a Constitution. A Grand Lodge cannot suspend or alter except as the law requires. An amendment to the Grand Lodge Constitution must be proposed at a regular session of the Grand Lodge in writing, signed by the Past Grands of two Lodges. An amendment to the Constitution governing Subordinate Lodges which conflicts with organic law is void. [See Amendments, etc.]

CONTEMPT.—The refusal or wilful neglect of a member to appear and answer charges, constitutes contempt, and may be punished therefor. Wilfully absenting ones self to avoid service of notice, constitutes contempt. If, after appearance, or answering charges, he is represented by counsel, cannot be considered in contempt. [See charges, legal notice, etc.]

CONVENTIONS.—A Subordinate Lodge cannot hold conventions, nor can such be organized by the members. A Grand Lodge cannot delegate its powers to a convention.

DEAF, DUMB AND BLIND.—Are not eligible to membership in the Order.

DEBATE.—Motion to adjourn or to lay upon the table cannot be debated. Members of the Grand Lodge cannot speak or vote unless clothed in regalia suited to his rank. He cannot speak upon any matter without rising and addressing the presiding officer by his proper title. He shall always confine himself, in speaking, to the question under discussion. He shall avoid all personalities and indecorous language, and all improper reflections upon the Lodge or its members. If called to order he shall take his seat until the question of order is determined. If the decision is in his favor, he can resume. A member cannot speak more than twice upon the same question until all other members have an opportunity to speak, and not then without the consent of the presiding officer.

Should two members rise to speak at the same time, the presiding officer decides which shall proceed. No member can interrupt another while speaking, without the consent of both the speaker and the presiding officer. The chairman of a committee always has the privilege of closing debate upon any matter reported upon by his committee. [See Parliamentary Points.]

DEFORMED PERSONS.—A person so deformed as to be unable to obtain a living, should not be admitted to membership. He should be able to comply with the requirements of the Order. The question of the extent of deformity must be determined by the Lodge to which application is made. The loss of a limb is not *per se* a

sufficient deformity to prevent a Lodge from considering an application.

DEGREES.—The Grand Lodge degree can only be conferred upon Past Grands, members of the Grand Lodge. Cannot be conferred upon members of other jurisdictions without the permission or request of the Grand Lodge of such jurisdiction. It is conferred as a reward for services rendered as Noble Grand and for nothing else. The Past Noble Grand's degree is also conferred as a reward for services, and is a prerequisite to the Grand Lodge degree. May be conferred upon a retiring N. G. at end of his term if Grand Lodge has provided for it. To be entitled to the P. N. G. and Grand Lodge degrees, a member must have served a term as contemplated by law in both the Vice Grand and Noble Grand's chairs. [See Term.]

The degrees of the Subordinate Lodge consist of the initiatory, first, second and third. Regularly constituted Lodges are the only places where these degrees can be conferred, except in certain cases where the Grand Master or a duly commissioned deputy has authority to confer. The right to confer is vested in Subordinate Lodges. The initiatory must be conferred upon those who are elected to membership in the Lodge where elected. The others can be conferred upon members of another Lodge if such Lodge requests it done, after being elected thereto.

Degrees cannot be conferred on members of another Lodge without such Lodge's consent. Consent must be given, after an election to the degree, at a regular session of the Lodge. A separate ballot for each degree is necessary. An application for the first degree may be made at any time after a member has been initiated. Upon an application for any degree, the ballot should be

taken on the same evening. The degree can be conferred at a subsequent or called meeting. A Lodge is not compelled to vote a degree to a member; two black balls refuse. If refused, an applicant must wait six months before applying again. Spurious degrees are not allowed to be conferred. [See Applications, Ballots, etc.]

DEGREE LODGES.—A Subordinate Lodge is not a degree Lodge by setting apart certain times for degree work. A degree Lodge must be chartered and organized as any other Lodge. A degree Lodge confers degrees upon members of Subordinate Lodges only when they present certificates from their Lodge. There is no law governing degree Lodges except the general regulations of the Order.

DEPUTY GRAND MASTER.—Assumes the office and authority of the Grand Master while absent, or when that office is vacated.

DIGEST.—A compilation of the laws. Is not *per se* the law.

DIPLOMA.—Diplomas to members are issued only by the Sovereign Grand Lodge. They must be filled out and attested by the Grand Master and Grand Secretary. They are granted to members by vote of the Lodge or of the Grand Lodge. Must be attested by the signature of the officers issuing them. They should show the highest rank the holder has attained in the Order. It is a crime, the penalty of which is expulsion, to attest illegal diplomas or charts. [See Charts.]

DISMISSAL CERTIFICATE.—[See Certificates.]

The fee for dismissal certificates in all cases is one dollar. Where the law makes the granting of a dismissal certificate mandatory (after suspension for five years or when to be used out of the State), it is unnecessary to ballot on the application. A member holding a dis-

missal certificate may join in a petition for a new Lodge. He may apply for membership in any Lodge as an ancient Odd Fellow. A dismissal certificate must show the highest rank of its holder. There are dismissal certificates for members of Rebekah Lodges which are sold and used the same as for Subordinate Lodges. [See Certificates.]

DISPENSATIONS.—Grand Master may grant dispensation to open new Lodges. To confer degrees upon applicants for the purpose of instituting new Lodges. To wear regalia in public. To elect scarlet degree member Noble Grand or Vice Grand, when there are no members eligible, or where all eligible members decline to serve. A dispensation cannot be granted to suspend any part of the constitution or laws of the Order, nor to suspend the regular meeting of a Lodge. [See Grand Master.]

DISTRICT DEPUTIES.—District Deputy Grand Masters are appointed by the Grand Master to serve during his administration. One District Deputy is appointed for each county where there is one or more working Lodges. They are commissioned by the Grand Master. Their duties and powers are defined in their commissions. A District Deputy cannot grant dispensations; cannot take the charter from a Lodge. He must get authority from the Grand Master. His duty to take charge of defunct Lodge property and report immediately. Must visit each Lodge in his district at least once a year, if required to do so. Must report to the Grand Master within thirty days after installing officers; may confer degrees upon applicants for new Lodge when directed to do so by the Grand Master; must send reports of Lodges to Grand Secretary in registered packages, and all monies by draft, post-office order or regis-

tered letter; must see that Lodge reports are correct before sending; must not give the pass words to Lodges unless the report and tax for the preceding term be turned over to him; may order a new election when an elective officer is absent at installation, unless the absentee be excused by the Lodge; forfeits his commission if he fails to make returns within the time prescribed by law. [See Installing Officer.]

DONATIONS.—A Lodge may donate its funds to sick members who are not entitled to sick benefits. May donate to defray the expenses of celebrating the anniversary of the Order, but not for the anniversary of the Lodge. May donate to assist a new Lodge, or Lodge in distress. Cannot donate back any part of the initiation or degree fees. [See Appropriations, Funds, Homes, etc.]

DUES.—Dues to the Grand Lodge are the per capita tax, assessed by the Grand Lodge upon the Subordinate Lodges, payable semi-annually, upon each member on the roll of the Lodge the last regular meeting night in June and December. This tax must be in the hands of the Grand Secretary within thirty days after the officers are installed. Dues from members to their Subordinate Lodge accrue weekly. May be paid quarterly if the by-laws so provide. The minimum amount that a Lodge can charge its members is eight cents per week. A Lodge cannot exempt any of its members from liability for weekly dues. It can remit accrued dues for good cause. Dues commence at time of initiation. All fines and assessments imposed according to law are to be charged up as dues. A member cannot be expelled for non payment of dues, but can be suspended if he owes dues for more than twelve months.—[See Fees.] Non-beneficial members pay not less than two cents per week dues. Dues continue to accrue du-

ring suspension, but may be remitted in whole or in part. A member cannot entitle himself to benefits by paying dues after he is taken sick, if not so entitled when taken. Cannot fall in arrears during sickness, if entitled when sickness begins. If in arrears for dues for three months, must be notified. If in arrears at commencement of term, not entitled to the C. T. pass word. A fee paid for degrees cannot be applied on dues.—[See Benefits, Arrears, Cards, etc.]

EFFECTS.—The effects of a Lodge cannot be divided among its members. Of a defunct Lodge, belong to the Grand Lodge. Must be held or disposed of by the Grand Lodge, and proceeds held for the benefit of widows and orphans of the members of such Lodge for five years. Must be taken in charge by the District Deputy as soon as a Lodge ceases to work, and the Grand Master notified. [See District Deputies, Funds, etc.]

ELECTIONS.—Of Grand officers held annually in the Grand Lodge. All Past Grands entitled to vote. It requires a majority of all the votes cast to elect. For officers of Subordinate Lodges, they are held on the last meeting nights in June and December, if the Lodge's by-laws require weekly meeting, but if only bi-monthly, it is held annually, on either the last meeting in June or December. May hold election on night of installation, if necessary. Election in Rebekah Lodges are held every six months. [See Ballot, Grand Lodge, Past Grand, etc.]

ELECTIONEERING.—For any office is strictly prohibited, whether by the candidate or his friends for him.

EMBLEMS.—The emblems of the Order are never to be used to advance any business scheme. Periodicals and papers published in the interests of the Order may use the emblems. [See Advertisement.]

ENDOWMENTS.—Grand Lodge may establish widow and orphan endowment associations, provided they are founded upon the basis of voluntary contributions. It cannot make forced assessments for such purposes. Must be an association by the members individually, and not as a Grand Lodge. It cannot enforce a Lodge into an endowment scheme. [See Benefits, Insurance, etc.]

EVIDENCE.—On investigation of charges, must be taken by a committee for that purpose. It should be written down as given. It may be taken in writing where a witness cannot appear. No evidence is necessary, if the charges are acknowledged.

Evidence must be registered and presented to the Lodge by the committee. The committee have power to suppress such parts of the evidence as they deem not pertinent or proper. [See Charges, Trial, Witnesses, etc.]

EXPULSION.—A Grand Lodge may expel from its own body, but not from the Order. Subordinate Lodges may be expelled by the Grand Lodge. A member cannot be expelled without trial, except for contempt.

It requires a vote of two thirds of all present to expel. A suspended member may be expelled. Expulsion severs membership totally. For manner of receiving back expelled members. [See Reinstatements, also Trials.]

FEEES.—The fee for a charter is thirty dollars. [See Charter.] The fee for initiation cannot be less than four dollars. The fee for the other three degrees cannot be less than two dollars each. Ministers of the Gospel may be admitted without the usual fees. For visiting and withdrawal cards, and for depositing the same, is left entirely with each Lodge. Fees must always be paid before a degree is voted. Fees cannot be donated back. The fee for reinstatement, after suspension for non-pay-

ment of dues, is, if within one year after suspension, the amount of one year's dues. After one year the same fee as for the initiation. Of course it is presumed that a member dropped owes more than one year's dues. [See Reinstatements, Dues, etc.]

FINANCE.—All Subordinate Lodges control their own financial affairs within the general laws of the Order. Finances are controlled by the Grand Lodge, so far as general purposes go. A Lodge's finances should be strictly guarded, and never used for other than the legitimate purposes of the Order. [See Appropriations, Donations, Funds, etc.]

FINES.—Fines imposed according to law must be charged up as dues. Cannot fine members for not attending meetings. May make by-laws to fine officers for non-attendance. May fine members for non-attendance at funerals. Cannot fine Chaplain or Sitting Past Grand for non-attendance.—[See Dues, etc.]

FLAG.—An Odd Fellows' flag has been adopted, and is the same for Subordinate Lodges that it is for a Grand Lodge. It is to be made of white material, either bunting, satin or cotton cloth, as may be desired; the proportion to be eleven-nineteenths of the length for the width. The emblems to consist of three links, to be placed in the center of the flag, with letters I. O. O. F. and the name of the State using it, to be painted or wrought in scarlet color and trimmed with material of same color.

FORMS.—[See Forms.]

Forms of cards, certificates, charts and diplomas are exclusively the property of the Sovereign Grand Lodge.

FRAUD.—A fraudulent election to membership may be reconsidered. Misrepresentation as to age at time of admission is fraud. Fraudulently admitted, relieves the Lodge from paying benefits.

An investigation to ascertain fraud, even after death, is admissible. A Lodge cannot be held responsible for money obtained by fraud by one of its members. But should try and expel him.

A simple misrepresentation is not *per se* fraud. Circumstances and conditions should be considered. [See Offenses, Trial, etc.]

FUNDS.—Subordinate Lodges have control of their funds, subject to State law. The funds of a Lodge are stamped as trust funds, and cannot be diverted from the legitimate purposes of the Order. These are to provide means to meet the claims of its sick and distressed members, to properly care for them during illness, bury the dead, succor the widow and educate the orphan, and to meet the legitimate expenses of the Lodge.

A charitable fund, or widow and orphan fund are special trust funds and cannot be diverted from the purposes for which they were raised, unless the object has been accomplished.

Widows and Orphans fund cannot be merged into the general fund. May be appropriated for Homes for Widows and Orphans, but not for indigent members of the Order. Grand Lodge is bound to see that special or trust funds of defunct subordinates are properly applied. A Widows and Orphans fund of a defunct Lodge shall be held separate by the Grand Lodge for five years for the benefit of the widows and orphans of such Lodge. General relief funds for the special relief of distressed communities are to be accounted for to the Sovereign Grand Lodge, if any surplus is left. A Lodge cannot use its funds for providing entertainment for Grand officers, nor for banquets, &c. [See donations and appropriations.]

FUNERALS.—Funeral honors are due a member who

is in good standing, or if not suspended for non-payment of dues. A Lodge cannot attend the funeral of an Ancient Odd Fellow. In the absence of relatives the Noble Grand takes charge at a funeral. The Lodge regalia may be worn if the Lodge desires to do so. Funeral regalia is a black crape rosette with ribbon in center the color of the highest degree the wearer has attained. Funeral ceremony is sold as supplies. Mourning badge is a piece of black crape tied in the button hole of the left lapel of the coat with a narrow ribbon the color of the highest degree attained by the wearer. [See regalia, etc.]

GOOD STANDING.—Good standing means a contributing member under no charge for misconduct or under disability on account of nonpayment of dues. Must be in good standing in Lodge to be eligible to Encampment or Rebekah Lodge membership. [See arrears, benefits, dues, &c.]

GRAND CHAPLAIN.—Appointed by the Grand Master. His duty to open and close the Grand Lodge with prayer. [See chaplain.]

GRAND GUARDIAN.—Appointed by the Grand Master. Attends at the inner door of the Grand Lodge. Sees that no one enters except those duly qualified. [See officers.]

GRAND HERALD.—Appointed by the Grand Master. Attends at the outer door of the Grand Lodge. Admits no one to the anteroom who cannot prove himself in the P. W. of C. T. Must see that the room of the Grand Lodge is kept neat and in order. [See officers.]

GRAND LODGE.—Meets on the second Tuesday in May. Has jurisdiction over all Subordinate Lodges in the State. It possesses all power not reserved to the Sovereign Grand Lodge. Must hear appeals and redress grievances. It makes general laws for the govern-

ment of its Subordinates. Makes its own Constitution, subject to the approval of the Sovereign Grand Lodge. Has power to establish a system of representatives. Cannot be open unless there be a representation of Past Grands from two Lodges. Have power to assess the Subordinates to pay current expenses. May adopt regulations for the maintenance of Homes for aged and indigent members, or for widows and orphans of deceased members where it is to the advantage of the Order. Has power to adopt uniform fees for admission, and minimum rate of dues in Subordinates. Construes its own laws. Its decisions are final unless reversed on appeal. Has power to grant permission to members to appeal for aid. May make laws governing the payment of benefits in Subordinates. Has power to grant or refuse a charter. Cannot charge members any fees for membership in its own body. Cannot add to qualifications for grand officer. Cannot pay sick benefits or authorize assessments for general relief. Cannot collect dues from members of defunct Lodges or pay them benefits. Cannot suspend a Constitution for Subordinates, must amend. Is responsible for the work of the Order under its jurisdiction. Must see that it is correct. Cannot print lectures or charges.

All business is transacted in the Grand Lodge degree. All members (Past Grands) allowed a vote for grand officers: and upon any question, unless a vote by Lodges be called for. Pays the expenses of its officers and one representative from each Lodge, and Chairman of Committee holding over. Also the Superintendent and Trustees of the Orphan Home. [See Lodge Grand Past Grands, etc.]

GRAND MARSHAL.—Appointed by the Grand Master. Examines all members present and reports their qualifi-

cation. Must see that they are in proper regalia. Introduce Past Grands to receive the Grand Lodge degree. Has charge of all processions of the Grand Lodge. [See officers.]

GRAND MASTER.—Presides at all meetings of the Grand Lodge, preserves order and decorum: decides all questions. Appoints all the appointed grand officers and committees. Appoints to fill all vacancies. Has supervisory power of the Order. Appoints District Deputies. Has power to grant permission to open new Lodges and give charter, subject to approval of the Grand Lodge. Has power to confer degrees upon applicants for a new Lodge when properly accepted and Lodge not located within ten miles of any working Lodge. Can grant permission to Lodges or members to apply for relief. Should not hold any office in his Subordinate Lodge. He does not form an independent part of government. Must entertain appeals. Has no power to remove an officer of a Subordinate Lodge. Cannot suspend the action of the Grand Lodge. Cannot change time of meeting of Grand Lodge. Cannot make laws, functions ministerial. Must wear the regalia and jewel of office when visiting officially. Has full authority to instruct in secret work and must see that the work is done correct. May introduce a visiting brother from another State in a Lodge without a card, knowing him to be worthy. He must make a report to the Grand Lodge at its annual session. Keep a letter book and record all letters written officially. [See Honors, Officers, Dispensations, etc.]

GRAND REPRESENTATIVES.—Are elected to serve two years, at the annual session of the Grand Lodge. One is elected each year. If a vacancy occurs the Grand Master appoints to fill the vacancy. He must be a Past Grand in good standing of a Lodge in good standing; a Royal

Purple degree member in good standing of an Encampment in good standing, and must reside in the State he represents. He must possess these qualifications at the time of election. He is not a Grand Representative nor has any rights as such until his credentials are accepted by the Sovereign Grand Lodge. Ranks in all bodies as Grand Representative, but that office is not higher than Grand Master or Grand Patriarch. Must instruct his Grand Lodge or Grand Master in secret work upon his return from the Sovereign Grand Lodge. May introduce visiting brethren without a card into Subordinate Lodges, knowing them to be worthy. Resignation before term expires does not forfeit the honor or title if credentials have been accepted. [See officers, honors, etc.]

GRAND SECRETARY.—Elected at each annual session. Must attend in person every meeting of the Grand Lodge. Must notify Subordinate Lodges of all meetings of the Grand Lodge. Prepares all charters and dispensations, affixing the seal thereto. Provides stationery for the Grand Lodge. Superintends printing. Makes a report at each session. Gives a bond. Has charge of Regalia. Notifies chairman of committees. Must estimate per capita tax upon Lodges not reporting. Keep a letter-book. Sends Journal of Proceedings. Keeps list of widows and orphans of defunct Lodges. Salary is fixed each year. Has blank forms printed for reports from Lodges. Keeps a book for registering attendance at Grand Lodge. Prints a roster of all members in the proceedings. Notifies Grand Master of applications for new Lodges. May introduce visiting brethren as other elective Grand officers. [See officers, Secretary, etc.]

GRAND TREASURER.—Elected at each annual session. Must report and have his accounts posted at every annual meeting of the Grand Lodge. Must exhibit an ac-

count of all moneys received and paid out. Must give bond. May introduce visiting brethren as other elective officers.

HOMES.—State Grand Lodges are permitted to adopt such laws for the purpose of establishing and maintaining Homes for poor and indigent Odd Fellows, widows of deceased members, and for the care, protection, and education of orphan children of deceased members, as may be determined to be consistent with the welfare of the Order in this jurisdiction. Subordinate Lodges are permitted to donate a part of their Widow's and Orphan's fund, or their general fund, for the purpose of establishing and maintaining Homes for dependent widows, or the care of orphan children of deceased members, provided a proposition to do so lies over for one week before action is taken upon it. An inmate of a Home, whose Lodge has the right to place him there, may relinquish his benefits, but if not, his benefits accrue to the Home. The Grand Lodge has power to levy a tax upon its Subordinate Lodges, as well as the members, for the building and support of Homes. The Orphan Home located at Goldsboro was established to care for the orphan children of deceased Odd Fellows. It is under the supervision of the Grand Lodge. Conducted by a Board of Trustees consisting of five, elected by the Grand Lodge, of which the Grand Master is ex-officio chairman. [See Orphan Home donations, funds, etc.]

HONORS OF OFFICE.—Are rewards for service in official station. To surrender the station before the close of the term forfeits its honors, except in case of Grand Representative. The officer must serve a majority of the meeting nights of the term, as well as to the end thereof, unless excused on account of sickness of himself. First officers of new or revived Lodge are entitled to the hon-

ors at the expiration of that special term. [See terms.] Filling an office in a Rebekah Lodge does not entitle to honors in a Subordinate Lodge and *vice-versa*. An officer of the Grand Lodge forfeits the honors if he vacates it before the end of the term, except a Grand Representative whose credentials have been accepted by the Sovereign Grand Lodge. A Grand officer filling an unexpired term temporarily without having been elected thereto or installed therein is not entitled to the honors. [See officers, etc.]

HONORS OF THE ORDER.—Are only given to elective or Past elective grand officers when visiting a Lodge in their official capacity, or when their title is announced at the I. D. at a visitation. Past officers may be honored as a compliment. District Deputies, when visiting officially are entitled to the honors. Subordinate Lodges visiting in a body are not entitled to the honors. Should be given after being recognized by the officers of the Lodge. Always given while open in the third degree. [See visitors, visiting.]

HONORARY MEMBERSHIP.—Is not allowed in the Order. Non-beneficial members is allowed when they have once been contributing members for five years and by reason of their Lodge becoming extinct they lose membership in the Order, and are over fifty years of age. These are the only persons eligible to non-beneficial membership. A Lodge cannot receive by initiation a person as non-beneficial. [See membership.]

IMMORALITY.—Immorality is not fully defined, but a man is not considered a moral man whose character, both in its private and public phases, whose associations or business interests antagonize the advancement of morality, religion, and sobriety. Intemperance or other immoral conduct which produces disability or death, de-

prives a member of the benefits of the Order. But if a Lodge allows a member to continue in immorality knowingly, without preferring charges, it becomes liable for benefits. [See benefits, charges, offenses, etc.]

INCORPORATION.—The Grand Lodge is incorporated by Legislative enactment. Subordinate Lodges are required to procure an act of incorporation. Acts of incorporation of Subordinate Lodges should be approved by the Grand Lodge.

INDIANS.—Are not eligible to membership in the Order. Cannot visit Lodges if present a card.

INITIATION.—Always conducted while open in the initiatory degree. Must take place in the Lodge where the candidate is elected. Cannot be annulled or declared void. Candidates for must be free, white and 21 years old. Cannot obligate and permit candidates to witness. An initiation may take place at a called meeting for that purpose, but the candidate must have been elected at a regular meeting.

INSANE.—An insane member of the Order, if otherwise qualified, is entitled to sick benefits. A notice is not required from an insane member. Lodge must grant a visiting card to an insane member, but may withhold passwords. [See password, benefits, etc.]

INSTALLATION.—Of grand officers at the pleasure of the Grand Lodge. The Grand Master or a Past Grand Master must install. The Grand Lodge may open in the third degree during installation. Subordinate Lodges must be open in the third degree when their officers are installed. An elective grand officer has precedence over a District Deputy at public installation.

Public installations may be held when permission from the Grand Lodge or the Grand Master has been obtained. Public installations may be held in any suitable hall, but

the form prescribed must be used. The gavel is not to be used at a public installation. At a public installation an elective officer of the Grand Lodge, or a District Deputy or a Past Grand, specially appointed, must preside. [See District Deputies, Installing Officers, etc.]

INSTALLING OFFICER.—An installing officer cannot give a Lodge the passwords unless the report is made and the tax paid. He must see that the reports are correct. His receipt to the Lodge binds the Grand Lodge. He must send in the reports and tax within one month after installation. [See District Deputies.]

INSTITUTION.—Any Past Grand in good standing may be authorized to institute a Subordinate Lodge. May confer degrees upon applicants so as to make them eligible to become members at the institution, if empowered to do so. No one who is not present at the institution of a Lodge can come in as charter member. When a Lodge is not instituted at least thirteen weeks before the end of the term, the officers first elected hold over until the end of the next term. A Past Grand or Past Noble Grand being in good standing in a Rebekah Lodge may be appointed to institute a Rebekah Lodge. [See Lodges Subordinate and Rebekah Lodges, Terms, etc.]

INSURANCE.—It is illegal for any insurance company or association to use the name and emblems of the Order in transacting business, unless granted such privilege by a Grand Body of the jurisdiction where its officers are located, or by the Sovereign Grand Lodge. Unless an insurance association has the sanction of a State Grand Body as provided by law it is illegal for it to transact business in such jurisdiction. A member engaging in such illegal business is subject to trial and expulsion. [See assessments, benefits, endowment, etc.]

JEWELS.—Are described as follows: For Grand Sire,

Medal three inches in diameter, of yellow metal, on one side of which shall be the coat of arms of the United States, surrounded by an ornamented edging of silver. Grand Representatives and Past Grand Representatives shall be entitled to wear medals of size and style of Grand Sire, with coat of arms of the State represented. For Past Grand Master, the sun with hand and heart. For Grand Master, sun, with scales of justice impressed or engraved thereon. For Deputy Grand Master, half moon. For Grand Warden, crossed gavels. For Grand Secretary, crossed pens. For Grand Treasurer, crossed keys. Grand Conductor, Roman sword. For Grand Marshal, a baton. Grand Guardian and Grand Herald, Crossed Swords. Grand Chaplain, an open Bible.

For Past Grands, five-pointed star. Noble Grand, crossed gavels. Vice Grand, hour glass. Secretaries, crossed pens. Treasurers, crossed keys. Warden, crossed axes. Conductor, crossed wands. Guardians, crossed swords. Supporters of Noble Grand, a wand about three and one-half inches long, having branching arms, connected by three links and encompassing a gavel. Supporters to Vice Grand, wands same as above, encompassing hour glass. Scene supporters, a similar wand, encompassing a burning torch. Chaplain, a similar wand, encompassing a Bible. All jewels in Grand or Subordinate Lodges to be of silver or white metal. For Past Noble Grand of Rebekah Lodge, a five-pointed star of white metal. For Noble Grand, silver, or silver plated circle, one and one-half inches in diameter, with a representation or figure of Rebekah at the well on one side; underneath the figure of Rebekah the word "Fidelity." For Vice Grand, the same in form and size, with representation of Ruth and Naomi, and underneath the figure the word "Industry." For Secretary, the same in size and form,

with representation or figure of pen, and underneath it the word "Deborah." Financial Secretary, the same as Secretary, except the word Deborah is omitted. For Treasurer, the same in size and form, with a representation or figure of key, and underneath it the word "Trust." For Warden, the same in figure and form, with a representation or figure of a cross, a bar and axe, and underneath it the word "Safety." For the Inside Guardian, the same size and form, with a figure of a shield crossed by a spear, and underneath it, the word "Prove." For Outside Guardian, the same in form and size, and similar design, an underneath it, the word "Vigilence."

Veteran jewel. Base of yellow metal, one and one-half inches in diameter, with an olive wreath on border. On this base is a six-armed, red enameled star, of Maltese pattern; resting on this a six-pointed, white enameled star, the points resting on the red arms. In centre of the white star is raised a blue disk three-eighths of an inch in diameter, having in the centre, "25" in gold figures. On the reverse side is "Veteran" I. O. O. F., and name of jurisdiction.

The Rebekah Veteran jewel is of yellow metal, one and a quarter inches in diameter. The round bar at top to which the pin is attached, is enameled in pink and green, and from it the monogram V. D. R. is suspended. The chains at either side are attached to the jewel proper; the figures 15 are encircled by an olive wreath, and pink and green enamel are conspicuous. The entire length is $2\frac{1}{4}$ inches.

The Honorable Veteran Jewel is made of 14 carat gold throughout, except the laurel wreath, which is of 18 carat green gold. The globe is $1\frac{1}{8}$ inches in diameter, which surrounded by a wreath, makes an extreme width of $1\frac{1}{2}$ inches. The bar or top peice is $1\frac{3}{8}$ inches wide, total

length of badge $2\frac{5}{8}$ inches. The globe is boldly convex with flat back for inscription. Front of globe highly polished, with lines of longitude and latitude plainly engraved. The Continents are inserted in globe and made of a differently tinted gold, finished dull or frosted; the wreath is of green gold composed of laurel leaves in relief, connected at bottom by three gold links. At top of globe supported by an ornamental scroll at either side, are the figures 50 set solid with diamonds. Diagonally across the globe is a raised gold ribbon scroll, enameled in dark blue, bearing the word "Universal" in gold letters. The pendant is connected to bar by three links at either side. The border and letters I. O. O. F. on front of bar are raised. On back of bar a strong gold hinged pin and covered catch are used for fastening.

Jewels must be furnished to officers of both Crand and Subordinate Lodges. Officers must wear jewels when in discharge of duty or when visiting other Lodges. Veteran and Honorable Veteran jewels can be purchased through the Grand Secretary. An applicant for a Veteran jewel must have had a continuous Lodge membership of not less than twenty-five years. An applicant for a Rebekah Veteran jewel must have had continuous Rebekah membership for not less than fifteen years. An applicant for an Honorable Veteran jewel must have had a continuous membership for fifty years or more. [See Regalia, etc.]

LAWS.—Laws of Sovereign Grand Lodge are supreme. Of a general nature. They go into effect January 1st after adoption. Laws of N. C. go into effect immediately after adoption. Digest is a compilation of laws.

LEAVE OF ABSENCE.—See absence.

LECTURES.—On Odd Fellowship may be delivered

in Lodge at any time. May be delivered in public by permission of the Grand Master or Grand Lodge.

LEGAL NOTICE.—It is legal notice to present a notice to the person or deposit it in the post office directed to the address of the party. A member cannot be suspended without legal notice, which is when three months in arrears, and again when six months in arrears. [See arrears, suspensions, etc.]

LIBRARIES.—Are recommended. Members or Lodges cannot be taxed to support them.

LIMITATIONS.—Statute of limitations bars a claim for sick benefits unless applied for within twelve months after they become due. [See appeals, benefits, etc.]

LIQUORS.—All intoxicating liquors are excluded from Lodge rooms or rooms adjoining. Cannot be offered to guests at anniversaries, pic-nics, balls or parties, nor upon excursions where the name of the Order is used. The Order does not endorse drinking liquors. Permission to hold anniversaries or any exercises where the name or emblem of the Order are used must be predicated upon the promise that no intoxicating liquor will be used. [See processions, dispensations, etc.]

LODGE, GRAND.—The Grand Lodge is the supreme tribunal of the Order in this State. Holds its regular sessions beginning the second Tuesday in May annually. Opens and closes with prayer. It is composed of its officers and the Past Grands of every Lodge in the State. Members must be in possession of the Grand Lodge degree before they can sit in the Grand Lodge. [See Grand Lodge.]

LODGE, SUBORDINATE.—Is chartered by the Grand Lodge, upon petition of not less than five third degree members. Or when citizens petition so as to become qualified for membership, [See charters.] It has full

powers and privileges and exists so long as five third degree members in good standing are willing to work under its charter. It should be incorporated by the legislature. It cannot be opened for business unless there be as many as five third degree members present, one of whom must be qualified to preside, viz: the Noble Grand, or Vice-Grand, or a Past Grand.

May make its own by-laws, subject to approval, but they must conform to general law. Must pay a weekly sick benefit. Hold meetings weekly unless by-laws provide semi-weekly meetings, and if so one extra meeting in each June and December should be provided for so as to have 26 meetings a year. Must meet on week days or nights, Can dispense with meeting on legal holiday. All business transacted in Third Degree. All voting, except by balloting, is taken by the voting sign. All present must vote if qualified, unless excused. Members not to vote on matters in which they are personally interested. Not compelled to open with prayer, but must use the prescribed form, if any.

Terms are six months or one year, as to number of meetings held. Term ends when succeeding one begins. A majority of the members cannot surrender the charter. Must make retnrns semi-annually. Must have seal. Purchase supplies through Grand Secretary.

May have private lectures. May serve refreshments in Lodge room, provided no wines, liquors, nor intoxicating beverages are used. Must notify the Encampment of suspension or expulsion of any member who belongs to it. Must notify the Grand Secretary within ten days of all rejections and expulsions.

Elects representatives and alternates to Grand Lodge at first meeting in April. Recommends suitable P. G. for

District Deputy at same time. Cannot resort to raffles, lotteries or schemes of chance to raise funds.

Two may consolidate if not over ten miles apart. Grand Lodge cannot appropriate the property of consolidated lodges. [See Subordinate Lodges, charters, terms, etc.]

MANCHESTER UNITY.—There is no communion between the Manchester Unity of Odd Fellows and the Independent Order of Odd Fellows. No recognition or inter-visitation. Their members may become members of our Order just as any other persons. Our members are not prohibited from joining them.

MANUAL.—A compilation. Of Parliamentary practice or law. [See parliamentary points.]

MEETINGS.—[See Lodges, Subordinate. See also Grand Lodge.] Twenty-six meetings constitutes a term.

MEMBERSHIP.—A man can hold membership in only one Lodge. Must become a member of the Lodge nearest his residence. May become a member of any Lodge with consent of Lodge nearest residence. Must be a free white male, believing in a Supreme being. No Grand or Subordinate Lodge can change qualifications for membership.

A member may solicit a person to become a member. A member cannot resign his membership unless in good standing. Membership commences at time of initiation. If under suspension is still a member. Non-beneficial has same rights as others, except benefits. A member may acquire membership in another Lodge before withdrawing from his Lodge by making application, presenting a visiting card as evidence of good standing; if elected his Lodge being notified, must issue his withdrawal card, for which he must pay and deposit in the Lodge electing him. [See applications, benefits, cards, residence, lodges, etc.]

MEMORIAL.—The 12th of June has been adopted as

Memorial Day. Should be set apart to commemorate the dead. All Lodges having suffered loss by death should commemorate. A form or ceremony for the observance of Memorial Day and for decorating the graves of the dead is published and sold as supplies.

MILEAGE AND PER DIEM.—A committee on Mileage and Per Diem is appointed at each session of the Grand Lodge to pass upon expense accounts of all officers and members who are entitled. [See Grand Lodge.]

All Grand Officers, Representatives, Chairmen of Committees holding over, Trustees and Superintendent of Orphan Home are entitled to expenses actually incurred. [See Grand Lodge, Committee, etc.]

MINISTERS OF THE GOSPEL.—The term “Ministers of the Gospel” means all who preach the word of God from the Holy Scriptures. Ministers may be admitted to membership without the usual fees, if the Lodge so provide. [See fees.]

MORTGAGE.—A Lodge cannot mortgage its property without the consent of the Grand Lodge.

MOTIONS.—[See Parliamentary points.] Must be reduced to writing if requested by any member. A motion to adjourn takes precedence. To lay on table takes second precedence and are not debatable. Motion to lay amendment on table does not carry the principal matter. A motion carried to indefinitely postpone a motion to reconsider, disposes of the matter for that session.

NAME.—The initials I. O. O. F. are used, omitting the word “of.” The rank of a member should be placed after his name. The name of any living person cannot be given to any Subordinate or Rebekah Lodge or Encampment. The name of a defunct Lodge can be given to a new Lodge by permission of the Grand Lodge. Must have consent of Grand Lodge to change the name.

The name of the Order cannot be used to further business, or for relief associations without consent of the Order. [See ranks, lodges, etc.]

NEW TRIAL.—A member under conviction for crime may be granted a new trial at any time within three months after conviction, by petition setting forth distinctly the grounds of his application. New trials can only be granted when it is clearly shown that the laws of the Order have not been complied with, or the evidence was insufficient, or that the accused had not had time to prepare his defence or new evidence, the nature of which he must disclose, has been discovered. [See charges, trials, evidence, witnesses, etc.]

NOBLE GRAND.—The duties and powers of a Noble Grand are outlined in the charges and installation. Has power to call his Lodge together. Presides over his Lodge when present. Decides all questions of law subject to appeal. Must put all legitimate questions to the Lodge. Has casting vote on a tie. Must have served a term as Vice Grand before he is eligible to be elected Noble Grand. Has charge of funeral in case there are no relatives. A Noble Grand is not eligible to a seat in the Grand Lodge. He may install his successor in the absence of competent officers. Cannot admit members of any other than his own Lodge without the pass-word. Appoints all the appointed officers except Supporters to the Vice Grand. He is ex-officio entitled to the Annual Traveling pass-word. Is chairman of Visiting Committee. Must visit the sick. See that sick benefits are paid. Appoints Trial Committee when charges are preferred. A Lodge cannot deprive the Noble Grand of his right to control the work in his Lodge. [See officers, term, rank, honors, etc.]

NURSE.—Lodges may provide by law for employing a

Nurse to attend upon the sick in lieu of watchers, but the expense must not come out of the general fund. If a Lodge's by-laws provide for hiring a Nurse, it must pay that expense to another Lodge, which performs that duty to one of its members, but not otherwise. The price per day allowed for nurse hire should be stated upon a member's card. [See cards, visiting, etc.]

OATH.—There is no oath administered in the Order. A test oath or obligation to be used on examination of visitors is not allowed.

ODES.—An integral part of the opening and closing ceremonies. The Odes bear the imprint of the Sovereign Grand Lodge, and cannot be printed by Lodges or members. The same regulations govern the Odes for Rebekah Lodges. There are Odes with music in preparation.

OFFENSES.—Some of the offenses recognized by the Order for which charges should be preferred are: printing and circulating forms and ceremonies; publishing any portion of the written or unwritten work; circulating or having in possession any unauthorized or pretended work of the Order; illegal use of seal; obtaining relief on card and not repaying the same; obtaining relief on password illegally obtained; publishing the name of an expelled member; introducing a woman of bad repute to the company of Odd Fellows' families; improper conduct in the Lodge room; embezzlement of Lodge funds; wilful contempt; profane swearing, if the by-laws prohibit it; Drunkenness. Private business matters, unless of such nature as to bring public scandal, should not be considered as offense. Obtaining credit and not paying is not an offense unless there is fraud, or the name and connection of the Order was used to obtain it. An offense committed before membership began may be subject for

charges, but it should be one that was unknown at the time he became so. [See charges, trials, penalties, etc.]

OFFICERS.—The officers of the Grand Lodge are: Grand Master, Deputy Grand Master, Grand Warden, Grand Secretary, Grand Treasurer, and Grand Representatives, elected by the Grand Lodge. Grand Marshal, Grand Conductor, Grand Guardian, Grand Herald, and Grand Chaplain appointed by the Grand Master. These serve for one year except the Grand Representatives, who serve for two years. To be eligible to office in the Grand Lodge a member must be a Past Grand in good standing in some working Lodge in the jurisdiction. [See Grand Rep.] Resignation or removal from the State forfeits the honors of office. Honors of office cannot be given without an election thereto. An officer of the Grand Lodge has a right to vote in his Subordinate Lodge. Taking a withdrawal card from his Lodge does not vacate the office of a Grand Master, but suspends his authority to act until the card is deposited and he becomes a member of a Lodge. Suspension for cause, or expulsion from his Lodge vacates an office at once. May officiate pending the investigation of charges. [See Grand Master, etc., etc.]

The officers of a Subordinate Lodge are: Noble Grand, Vice Grand, Recording Secretary, Financial Secretary, if necessary, Treasurer, who are elected by the Lodge. Warden and Conductor, Outside Guardian, Inside Guardian, Right and Left Supporters to the Noble Grand, Right and Left Scene Supporters, and Chaplain, appointed by the Noble Grand, and the Right and Left Supporters of the Vice Grand, appointed by the Vice Grand. The Junior Past Grand is not strictly an officer. His duties are prescribed in the Ritual. A member cannot hold more than one of these offices at the same time. A

Secretary may discharge the duties of both Recording and Financial. Only two officers of a Subordinate Lodge have the A. T. P. W., the Noble Grand and Vice Grand. Terms of officers are six or twelve months. To be eligible to an appointed or elective office, except Vice Grand or Noble Grand, must be a third degree, member in good standing. To be eligible to the office of Vice-Grand, he must serve a term in an elective or appointed office. To be eligible to the office of Noble Grand he must have served a term as Vice-Grand, except in newly instituted or revived Lodges, or when all qualified members decline to serve, and a dispensation from the Grand Lodge or the Grand Master has been obtained; under such dispensation a Third Degree member is eligible. The election of officers is held regularly on the last meeting nights of the term (in June and December) except to fill vacancies. It is optional to re-elect any officer. Officers must wear jewels. Cannot enter Lodge unless clothed in regalia of some kind. Temporary officer wears regalia of office filled.

An officer cannot be installed by proxy. When retiring for examination at installation should address the Chair. On returning after examination do not address the Chair. May be installed though charges are pending. If absent three successive Lodge nights vacates office, unless excused. Cannot be excused a majority of the meeting nights unless sick. [Officers in Rebekah Lodges are given under that head. See Noble Grand, Vice-Grand, Grand Lodge, Rebekah Lodge, password, term, etc.]

ORPHAN HOME.—[See Homes.] The Orphan Home was located at Goldsboro in 1891. Opened for the reception of orphan children in May, 1892. The land was given by Brother W. A. J. Peacock. It is managed by a Board of Trustees.

ORPHANS.—If under age are legal beneficiaries of funeral benefits. The Grand Lodge is pledged to the support of orphans of deceased members. A fund has been raised in some Lodges for their benefit and cannot be diverted. The Grand Secretary should be furnished a list when Lodges cease to work. [See benefits, funds, etc.]

PAST GRAND.—Has an inherent right to a seat in the Grand Lodge and a vote for grand officers. He must serve until the end of a term as Noble Grand in order to become a Past Grand. His Lodge must furnish him a certificate of service. Must be in possession of semi-annual password to gain admittance into the Grand Lodge. Grand Lodge must recognize a certificate from a Lodge and seat the holder, unless it be found that the facts are not as certified. A Junior Past Grand is eligible to be elected a representative to the Grand Lodge.

A Past Grand may preside over another Lodge in the absence of all qualified officers, but shall not vote. Passing the Chairs in a Rebekah Lodge does not give a title for service and would not entitle to a seat in the Grand Lodge. Past N. G. of a Rebekah Lodge may be appointed to institute a Rebekah Lodge.

PASSWORDS. -Annual traveling is a test for visiting brethren. It is selected by the Grand Sire. Goes into effect January 1st each year. It is communicated by the Grand Sire to the Grand Representatives and by them to the Grand Master, and he has it communicated to the District Deputies, who invest the two highest officers of the Lodge with it. The holder of a visiting or withdrawal card is entitled to the A. T. P. W. in use at the time the card is issued. He can visit any Lodge on that P. W. and the presentation of this card so long as it is in date. [See cards, visiting, etc.]

If he forgets it, the officer who first communicated it can reinvest him with it upon his presenting his card, when not out of date. The Grand Master determines the semi-annual or current term password. It is changed every six months. It goes into effect January 1st and July 1st. It is communicated to the officers of the Lodge by the District Deputy Grand Masters. It cannot be given until returns are made. A member is not entitled to the C. T. password unless all dues, fines and assessments for the previous term has been paid. The password may be communicated by mail in cypher.

The Grand Master makes a semi-annual password for Rebekah Lodges, which is communicated the same way as in Subordinate Lodges. The annual password of R. D. Lodges is made by the Grand Sire, and communicated to the Grand Representatives. Only members of Rebekah Lodges in good standing are allowed to use these passwords.

A Vice-Grand's password is made by the Vice-Grand each meeting night and by him given to the Inside Guardian. It must be given to the Guardian on retiring and may be used at the inner door returning at the same meeting. [See visiting, cards, Vice-Grand, etc.]

PENALTIES—If upon conviction under charges the law prescribes a penalty for that offense, there is no necessity to vote on a penalty. Where none is prescribed the punishment is tested by written ballots, commencing with, first, expulsion; second, suspension for a definite time, etc., and the penalty receiving a majority of all the votes cast is the judgment of the Lodge, except that it requires a majority of two-thirds to expel. If a member is under penalty for an offense he cannot be subjected to another during the existence of such penalty.

Penalties must always be inflicted according to the offense. On appeal a penalty is not enforced until that appeal is decided. [See charges, trials, etc.]

PER CAPITA TAX.—See dues to Grand Lodge. Must be levied upon all members on the roll, on the last meeting nights of June and December. Paid to officer before installation.

PERSONALITIES.—Are never to be indulged in while in debate.

PETITION.—For a Lodge must be signed by not less than five third-degree members, in good standing, or holding valid cards. Petitions of citizens desiring to become members of the Order for the purpose of forming a new Lodge, must be referred to a Lodge for ballot. For membership in a Lodge must be referred to a committee, and lie over until another regular meeting. It cannot be withdrawn from the committee, but can be from the Lodge before the Committee's report on it is read. [See applications, dispensations, charters, etc.]

PRAYERS.—It is not mandatory that Lodges open and close with prayer. They may do so, but must use the form perscribed by the Sovereign Grand Lodge. No prayer can be used during the initiation or conferring of degrees.

PRECEDENCE.—In public processsions of the Order precedence is given to the body by whom, and on whose behalf it is organized. At public installations an elective Grand officer takes precedence over a District Deputy. [See processions and installation.]

PRINTING.—The printing of any of the lectures, charges, odes, or forms of the Order are prohibited. The Grand Secretary contracts for the printing of the proceedings of the Grand Lodge thirty days prior to the session. Must contract with a member of the Order. [See Grand Secretary, work, etc.]

PROCEEDINGS.—Of the Grand Lodge are to be printed, and are to be sent by the Grand Secretary to each Subordinate Lodge in the State, and to each Grand Lodge in the United States. The names of all Lodges and their members must be printed in the proceedings, although the Sovereign Grand Lodge does not require it. A roster of the members of the Grand Lodge must be printed in proceedings. The Grand Secretary must digest proceedings.

PROCESSIONS.—Are not held when regalia is to be worn without permission from the Grand Lodge or the Grand Master, except at funeral of members. A holder of a withdrawal card cannot join a procession. Members may join in with other organizations with permission. Cannot join or form a procession in the name of the Order where intoxicating liquors are to be used. Permission cannot be granted by the Grand Master unless predicated upon the promise that intoxicating liquors are not to be used. If a Grand Lodge is in procession with a Subordinate Lodge it takes precedence and the Grand Marshal heads the column. The Subordinate marches in front. [See forms, liquors, etc.]

PROTESTS.—A member of the Grand Lodge may enter a protest if written in respectful language. Lodges may protest against the action of a Grand Master if in respectful language.

PROXY.—A Lodge having no Past Grand may be represented in the Grand Lodge by Proxy. A Past Grand of any Lodge in good standing when elected may represent a Lodge as proxy, if it has no Past Grand. He cannot represent more than one Lodge. There can be no installation by proxy. [See installation, representative.]

PUNISHMENT.—For official misconduct is generally

fixed by the Constitution and By-Laws. For misdemeanor or violation of laws is mostly discretionary and is graded according to the offense. [See penalty.] While testing as to punishment the accused withdraws from the lodge room. [See trial, charges, offenses, penalty, etc.]

QUALIFICATIONS.—For membership in the Order, see applications. For membership in Rebekah Degree Lodge see Rebekah Lodges. For membership in Encampment, must be a third degree member of some Lodge in good standing. In State Grand Body, see Past Grand. In Sovereign Grand Lodge, must be a Past Grand in possession of the Royal Purple degree a member of a Lodge and an Encampment in good standing. For office in Lodge or Grand Lodge, see officers. In Sovereign Grand Lodge must have received the Grand Lodge and Grand Encampment degrees. [See officers, honors, membership, etc.]

QUESTIONS.—All legal questions must be put. Questions may be divided if the substance will admit of it. Before putting presiding officer should ask: "Are you ready for the question?" While a question is being stated no one should cross the room, nor is any one allowed to speak. [See parliamentary points.]

QUORUM.—In a Subordinate Lodge is five members, one of whom is qualified to preside. In Rebekah Lodge is five members irrespective of sex, one of which is qualified to preside. In the Grand Lodge it is the Past Grands of at least two Lodges. If a Lodge be in session and be left without a quorum it is the duty of the N. G. to declare it closed without ceremony. [See Lodges, Subordinate, Grand Lodge, etc.]

RANK.—Refers to the highest grade or title attained. It should be expressed upon the face of a card or diploma.

Should be placed after the name. Past Grand Representative is not a higher rank than Grand Master or Grand Patriarch. A Grand Representative resigning retains his rank. [See officers, Past Grands, Representatives.]

REBEKAH LODGES.—The object of Rebekah Lodges is to aid in the establishment and maintainance of homes for aged and indigent Odd Fellows and their wives, or for the widows of deceased Odd Fellows, and homes for the care, education and support of orphans of deceased Odd Fellows. To visit the sick, relieve the distressed and in every way to assist Subordinate and Sister Rebekah Lodges in kindly ministrations to the families of Odd Fellows who are in trouble or want. To cultivate and extend the social and fraternal relations of life among Lodges and the families of Old Fellows.

The Grand Lodge has full jurisdiction over all Rebekah Lodges in this State. It has power to grant or refuse a charter for such Lodges, at such places as may seem proper. The Grand Master may grant charters during the interim of the Grand Lodge, subject to its approval. The Grand Master, or any Past Grand or Past Noble Grand, who is in good standing in a Rebekah Lodge, may serve as instituting officer when authorized. Cannot be named after any living person. All persons who have heretofore received the Degree of Rebekah, and all Odd Fellows in good standing and their wives, and all unmarried white women who have attained the age of eighteen years, who believe in a Supreme Creator and Ruler of the Universe, and who are of good moral character, are eligible to membership in a Rebekah Lodge.

In conferring this degree it can only be done in regularly constituted Lodges of this degree, except where it is necessary in forming new lodges, the power to confer for such

purpose may be given the officer. It must be conferred only on those who apply for membership in the Lodge where elected to membership. A brother holding membership in a Rebekah Lodge depends upon continuous good standing in a Subordinate Lodge. A sister shall not lose membership for any cause that would not be applicable to a brother.

The officers of a Rebekah Lodge are the same as provided for in a Subordinate Lodge, except scene supporters. Qualification for an elective office must show previous service in an appointed office, after the first term. To be eligible to the office of Noble Grand the party must have served a term as Vice Grand. Terms of office in Rebekah Lodges is six months. An officer must serve a majority of the meeting nights of the term to entitle them to the honors. Filling a vacancy entitles to honors. May meet weekly or twice monthly. A Rebekah Lodge must make returns to the Grand Secretary once a year, on blanks furnished them. Failure to report forfeits charter. Rebekah Lodges have power to fix and establish their own admission fees and dues, to be paid in such manners as the by-laws prescribe. To provide by by-laws when those in arrears shall be suspended from the privileges of membership. To provide for the disbursement of its own funds for any of the declared purposes of this degree. May make their own by-laws not inconsistent with the general laws of the Order, or of the Grand Lodge. By-laws must be approved by the Grand Lodge.

Voting on admission or reinstatement of members is by ball ballot, and it requires three black balls to reject. And all votes upon suspension for cause, expulsion, reprimand or fine, shall be by written ballot. All ordinary voting is by yes and no. Voting for officers is by written ballot.

An applicant being rejected cannot again apply until six months has elapsed.

A quorum consists of five members, including one lawfully qualified to preside. Regalia and jewels are prescribed by the Sovereign Grand Lodge. [See Regalia and Jewels.] Cards and certificates for members are prescribed and furnished the same as for Subordinate Lodges. Where a State has ten or more Rebekah Lodges, the Grand Lodge may, upon petition, charter a State Assembly, giving such power as they see fit to carry out the purposes of the Rebekah Lodges. Such State Assemblies must make such reports to the Grand Lodge as required. [See Assemblies, officers, cards, visiting, honors, etc.]

RECONSIDERATION.—Only one reconsideration of a ballot for membership is allowed. Of an unfavorable ballot, see ballot. Fraudulent election may be reconsidered. A vote granting a withdrawal card cannot be reconsidered. A vote acquitting an accused member can not be. The mover of a reconsideration must have voted with the majority, or winning side, except unfavorable ballot. [See ballot, parliamentary points, etc.]

REFRESHMENTS.—May be served where no wines or intoxicating beverages are used. [See liquors.]

REGALIA.—The regalia of the Order is, for members of Subordinate Lodges, white collars, trimmed with the emblematic color of the degree intended to be represented, namely: Initiatory, plain white; First Degree, pink; Second Degree, blue; Third Degree, scarlet. The Noble Grand, Secretaries, and Treasurer shall wear scarlet collars, trimmed with white or silver. The Vice Grand, a blue collar, trimmed with white or silver. Supporters of the N. G. and V. G. shall wear sashes, the color of those officers. Warden and Conductor, black

sashes; Scene Supporters, white sashes; Chaplain, white sash; Outside and Inside Guardians, scarlet sashes; Past Grands, scarlet collars or sashes trimmed with silver lace or fringe. Grand officers and members of the Grand Lodge wear the regalia of a Past Grand. A scarlet ribbon one inch wide may be worn by members of the Grand Lodge in lieu of regalia. No part of the regalia or paraphernalia can be worn in public without permission, except at funerals and public installations. [See Grand Lodge.]

REBEKAH REGALIA.—The Brethren shall wear the regalia they are entitled to wear in a Subordinate Lodge. The Sisters shall wear regalia as follows:

For a Noble Grand, the regalia shall be a collar not exceeding three inches in width, with pink center and green edges, to be trimmed with silver lace and fringe. For a Vice Grand, a collar, same width, with green center and pink edges, trimmed with silver lace and fringe. For Secretary, a collar, with pink center and green edges, trimmed with silver lace. For Treasurer, a collar, with green center and pink edges, trimmed with silver lace. For Warden, a baldric, not exceeding three and one half inches in width, to be of pink and green; the upper side to be green and the lower side pink, with a row of silver lace on each edge and through the center, the lowest edge to be trimmed with silver lace. For Conductor, a baldric, same width as Warden's, with one row of silver lace around the inner edge; the upper side to be green, and the lower side pink. Inside Guardian, the same as Warden. Outside Guardian, the same as Conductor, except that the row of silver lace shall be on the outside and none in the center. Chaplain, white baldric, with silver lace on each side; the front to be ornamented with pink roses and green leaves. Supporters to Noble

Grand, baldric, pink center and green edges, trimmed with two rows of silver lace. Supporters of Vice Grand, baldric, green center and pink edges, trimmed with two rows of silver lace. Past Grand (Sister), collar same as Noble Grand, except that the lace and fringe shall be of gold instead of silver. For lady members other than officers, a badge or collar of pink and green ribbon, about an inch in width. And in addition to the above-described regalia, may be added such embroidery as will be in keeping with the Degree.

Only the prescribed regalia is lawful. Cannot be used in acting a drama in public. Rebekah members may wear at funerals. Grand Master must wear when visiting. Candidates for degrees do not wear regalia. Members wear regalia of highest degree taken. May wear Encampment regalia in Lodge when visiting or in own lodge. Funeral regalia and mourning badges, [See funeral, processions, etc.] -

REINSTATEMENT.—A member having lost membership by expulsion, suspension for non-payment of dues or for punishment for an offense can be reinstated. If expelled the consent of the Grand Lodge must be obtained and then a ballot upon his application as for original membership in the lodge from which he was expelled. An expelled member cannot be reinstated in any lodge except the one that expells him. If for non-payment of dues his application shall lie over and be ballotted on as if for original membership. Reinstatement of a member in his Lodge does not reinstate him in his Camp or Rebekah Lodge. If for cause, at expiration of the time for which he was suspended, he is *ipso facto* restored to membership. [For cost of reinstatement see fees and dues.]

A lodge may remit a part or the whole of the dues accruing during suspension for cause. The simple pay-

ment of back dues does not reinstate a member after he is suspended; he must be ballotted on. [See ballots, fees, suspension, etc.]

REJECTION.—After rejection an application cannot be entertained from the same person until the expiration of six months. The same length of time must elapse when a member is rejected for a degree. The number of black balls to reject for admission or degrees is two. In Rebekah Lodge, three. [See ballot, fees and suspensions.]

RELATIVES.—May hold office in same lodge. The dependent relatives who are entitled to a funeral benefit are the widows, orphan children under 21 years of age, or relatives being in the family and being dependent upon the deceased for support, or upon whom the deceased depended for support. [See benefits, etc.]

RELIEF.—A lodge is bound for relief extended to one of its members, if the same be extended in conformity to law and in accordance with the stipulations upon a visiting card. Such stipulation should be in accordance with the by-laws of the lodge. If a lodge extends relief to a member holding a card, the amount so extended must be endorsed on the card. It is the duty of any lodge to extend the same sympathy and attention to a brother holding a valid card, as to one of its own members. A lodge is not bound to refund an excessive amount, and is only bound to the extent that it authorizes another lodge to expend. A lodge must pay for nurse hire if so stipulated in the by-laws, if one of its members is under the care of another. If not so stipulated it is not bound.

A Grand Lodge may be held liable to one of its Subordinates for relief furnished a member of a defunct Lodge, being entitled, only to the amounts of assets it holds to the credit of such defunct lodge. General Relief Associations are separate and independent of

Grand and Subordinate Lodges. May be under their fostering care. General Relief funds are not under immediate control of a Subordinate or Grand Lodge when contributed for general purposes. If a jurisdiction shall suffer calamity so that relief is necessary, and a committee be appointed to receive and distribute the relief sent in, it is the duty of the Grand Master to see that the treasurer of said committee execute and deliver to him a bond to secure the money placed in his hands; one condition of that bond must be that if any surplus is left in his hands after the purpose has been accomplished, the obligator shall pay the same to the Grand Treasurer of the Sovereign Grand Lodge upon the order of the Grand Sire. The Relief Committee shall, within a reasonable time, make a detailed statement to the Grand Master of all receipts and disbursements, and if a surplus remain the Grand Master must notify the Grand Sire. Such surplus is held and invested to be used for any special relief as may be deemed best to conserve the purposes for which contributed.

A Grand Lodge may grant permission to one of its Subordinates to solicit relief for one of its members. Manner of petitioning for relief by a lodge, either for one of its members or itself, is to obtain the consent of the Grand Lodge or the Grand Master. If necessary the Grand Master can ask permission of other Grand Lodges. [See forms, benefits, funds, donations, etc.]

RELIGION.—No peculiar religious belief is necessary to qualify for membership. Belief in a Supreme Being is necessary. The Bible is an integral part of Odd Fellowship. [See prayers, etc.]

RENOUNCING ODD FELLOWSHIP.—If a member once renounce the order he at once forfeits all rights to its benefits. Renouncing the Order is to renounce all alle-

giance to and connection with it. [See benefits Ancient Odd Fellows.]

REPORTS.—The Grand Lodge requires full reports from each lodge semi-annually. The reports must be signed by the retiring officers. It must have the nearest postoffice, county, time of meeting, and contain the names of the present officers and an alphabetical list of all the members. It must give a complete financial statement of receipts and disbursements, with all funds, stocks, Lodge property, and real estate, with a complete report of all relief extended. The reports must be placed in the hands of the installing officer, on night of installation. [See District Deputies, installing officers, etc.]

REPRESENTATIVES.—See Grand Representatives. All Past Grands in good standing are ex-officio representatives of their Lodges. Only one representative is elected by the Lodge, who votes for the Lodge in case a vote by Lodges is called, when the Past Grands of his Lodge are not present, or when there is a tie among those present. [See Past Grands and Proxies.] A representative is entitled to reimbursement for expenses in attendance upon the Grand Lodge. [See Grand Lodge, Past Grands.]

RESIDENCE.—Membership should be in a lodge nearest the residence. Cannot apply for membership in any Lodge except the one nearest residence, except first getting permission of that lodge.

An applicant residing in a jurisdiction, whose minimum admission fee is greater than another jurisdiction in which he applies, shall pay to the lodge to which he applies in the other jurisdiction, the full fee required in the jurisdiction in which he resides, and the lodge shall return the surplus to the Grand Lodge of the jurisdiction of his residence. Must have permission of the Grand Lodge, or Grand Master of the jurisdiction where he re-

sides. A sufficient residence must be determined by the usual customs and laws which exist in social and business relations. A man domiciled at a place, having his family with him, has a sufficient residence. If single, he has a residence where he has with him his implements of trade and is engaged in it. A soldier in garrison is of sufficient residence.

A definite period of residence is not necessary when a member applies by deposit of card. Benefits cannot be refused or reduced on account of a change of residence. Members residing in one jurisdiction and holding membership in another, are entitled to all the rights and privileges of members who reside in the jurisdiction where they hold membership.

RESIGNATION.—A member may resign his membership. An officer resigning forfeits the honors of the office. It does not effect any salary he may have earned up to the time. A member cannot resign pending charges. Must be in good standing. [See Ancient Odd Fellows, membership, etc.]

RESOLUTIONS.—All resolutions must be submitted in writing, and signed by the introducer. Must be seconded. Are taken up in the order presented. [See parliamentary points.]

RESTORATION—RESUSCITATION.—After a charter has been forfeited or surrendered, upon petition of five of its former members, who were in good standing when the charter was surrendered, and who have not connected themselves with any other lodge, the Grand Lodge may restore the charter and effects, if any, of the defunct lodge. If the charter surrendered remains unclaimed for five years the Grand Lodge may restore it to less than five of its former members, provided a sufficient number of other brothers petition with them, and the requisite number of former

members cannot be found. If a lodge has been suspended for some offense, its functions cease for the time, but at the expiration of the time its officers and members are restored to their former standing. If it becomes defunct and is again restored, only those members who petition are restored with it; all others must be restored by the same rules as apply in working lodges. [See charter, membership, suspensions, reinstatements, etc.]

RETURNS.—See reports.

REVERSAL.—A member under conviction for an offense, and upon appeal to the Grand Lodge the decision of the lodge is reversed, he may be reinstated without the consent of the lodge. If the conviction and sentence be reversed it amounts to an acquittal. The Grand Lodge can reverse a conviction for want of evidence sufficient. The decision of the lodge, or of the Grand Lodge, or the proper officers of either, is binding until reversed. [See trials, charges, etc.]

RITUALS.—Only four copies are allowed to any lodge. Members cannot have a Ritual as private property. District Deputies are not allowed to own a Ritual. They are not to be taken from the lodge room. The Ritual is published only by the Sovereign Grand Lodge, and can be had only through the Grand Secretaries office. [See work of the order.]

RULES OF ORDER.—The rules of order of the Grand Lodge are printed in the Digest. Lodges generally adopt such as they desire. Cushings Manual is sometimes adopted where no rules are. [See motions, resolutions, questions and parliamentary points.]

SEALS.—All lodges, Subordinate and Grand, are required to have a metallic seal, with which to authenticate its documents. An impression of the seal should be furnished the Grand Lodge. The seal should be used

only in the legitimate business of the lodge. The Secretary is the custodian of the seal, and the only proper officer to affix it to legal documents. It should always be impressed or printed upon the paper used for the document it is intended to verify. A document not verified by seal, if the lodge issuing has one, should be returned. A member should be expelled for illegally using the seal. All orders for supplies must be attested by the seal.

SECRETARY, GRAND.—See Grand Secretary.

SECRETARY, ASSISTANT.—Appointed by the Grand Master at the commencement of the session to act during the session. His pay is fixed at two dollars per day.

SICKNESS.—The term sickness, as defined in the Order, is, that state of health which prevents one from following his usual avocation. One who is not so afflicted as to prevent ordinary attendance to business, though he may be laboring under some disease which might eventually terminate his life, is not to be regarded as sick. If able to earn as much as benefits allowed, is not entitled to benefits. [See benefits, etc.]

SOVEREIGN GRAND LODGE.—Is the supreme tribunal of the Order. Has exclusive original jurisdiction. Grants charters to State Grand Lodges, and to Subordinates in territory where there is no Grand Lodge. It makes laws of general application. Its laws are supreme. It will not consider any inquiry as to what are the laws or usages of the Order unless it be brought by appeal, or by a Grand Body. Has the power to assess the Subordinate Bodies for its expenses. A quorum to transact business is a majority of the whole number of representatives. Adopts its own constitution, by-laws, and rules of order. [See officers, Grand Representatives, stay of proceedings, etc.]

SUBORDINATE LODGES.—See Lodge Subordinate.

All lodges are under the control of the State Grand Lodge. Spurious degrees are not allowed to be conferred by any lodge. Cannot entertain an application for aid or assistance under any scheme presented, unless the same be authorized by the Grand Lodge or the Grand Master.

A lodge must require proficiency in the secret work of the degrees taken before conferring a higher degree upon an applicant. Cannot try a member of another lodge, unless the trial is removed by his lodge. The lodge must furnish its Past Grands with certificate of service. All its effects revert to the Grand Lodge if it becomes defunct. [See Lodges Subordinate, effects, restoration, etc.]

STAY OF PROCEEDINGS.—Pending an appeal to the Grand Lodge a penalty must not be enforced until the Grand Lodge decides. Pending an appeal members must pay dues. An expelled member must pay dues pending a stay on appeal. [See appeals, trials, time, etc.]

SUNDAY.—A lodge cannot hold regular meetings on Sunday. A member cannot be compelled to serve on a committee to act on Sunday.

SUPPLIES.—The supplies furnished by the Sovereign Grand Lodge are copy-righted and cannot be printed or written, nor obtained, except in the regular way. The price of supplies furnished is printed by the Grand Secretary. The Grand Secretary cannot furnish supplies to lodges unless the cash for the amount is sent with the order, and under seal. [See work, Lodges Subordinate, seal, etc.]

SUSPENSIONS.—The suspension of an officer of the Grand Lodge by his own lodge, for cause, i. e., crime, vacates his office and it should be filled at once in the legal

way. If the lodge of an officer becomes suspended by the Grand Master for an offense the officer's functions cease until it is restored, and if restored before the expiration of his term his functions are also restored.

Suspension for non-payment of dues does not sever membership in the lodge, but such member cannot visit his lodge or take part in any of its ceremonials. A member must be over twelve months in arrears before he can be suspended, that is he must owe as much as twelve month's dues, with any other amounts accruing during the twelve months, or he must owe an equal amount for twelve months. If a lodge be indebted to a member it cannot suspend him until after settlement. A member under suspension can visit his lodge to defend himself in case charges are preferred against him. A lodge cannot suspend members after the end of the term so as to avoid paying the tax for the prior term; all members on the roll at the last meeting in the term must be paid for. Suspended members names must be reported on the blank reports for each term, and not sent to the Grand Secretary as rejections and expulsions. Charges duly preferred suspends the member's rights to benefits while pending, and if not sustained he is entitled to all benefits which may have accrued. [See charges, benefits, reinstatements, etc.]

TAXATION.—The Grand Lodge has the power to tax the lodges for its support. A Subordinate Lodge has the right to tax its members to meet its legitimate expenses, and especially to pay sick and funeral benefits. [See assessments, dues, etc.]

TEMPERANCE.—A cardinal principle of the Order. Total abstinence not strictly enforced. The drinking of liquors is condemned by the Sovereign Grand Lodge. [See liquors, immorality, etc.]

TERMS.—Of officers. [See Grand Lodge, officers, and Lodges Subordinate.]

The term of a new lodge or revived lodge is, if it is instituted or revived during the first half of the term, so that a majority of the meeting nights shall remain at the time, such period shall constitute a short or special term which ends at the end of that term, but if a majority of the meeting nights do not so remain at the time of institution or revival, the term is extended until the expiration of the succeeding regular term. Such terms are called special terms. Terms of officers must conform to the terms of their lodges. The terms are six months or twelve months, commencing January and July. Terms of Rebekah Lodges are six months, whether it meets weekly or semi-monthly. [See officers, Lodges Subordinate, rank, etc.]

TESTIMONY.—Testimony in cases of trial must be taken by a committee and returned to the lodge. Testimony must be read at the scrutiny, or time when the lodge passes upon the guilt or innocence of the accused. It is not necessary to take testimony where an accusation is confessed. [See charges, evidence, trials, witnesses.]

TITLE.—There is no such title as Degree Master. The title or rank of an officer should be placed after the name. [See name, rank, etc.]

TIME.—A visiting card can be granted for a reasonable time, but the Sovereign Grand Lodge restricts Subordinates under its immediate jurisdiction to twelve months. The time for applying for degrees, after initiation is local and a member may apply on the night of initiation if no by-law prevents. The time of six months must elapse from the rejection of an applicant, either for initiation or degrees, before his application can again

be acted upon. [See appeals, ballot, stay of proceedings, etc.]

TRIALS.—The code for conducting trials in Subordinate Lodges is published in the Digest. The laws of the Order allow charges to be preferred against a member wherever committed, either in a Camp or Rebekah Lodge. A holder of an unexpired withdrawal card may be tried. A trial must take place in the lodge of which the accused is or was a member. The Noble Grand presides during a trial, unless the accusation is against him, if so the Vice Grand presides.

The tribunals of the Order is the proper place where redress of grievances must be sought and not until they are exhausted should any other course be pursued.

A trial cannot be had unless charges duly specifying the offense are presented. The offender must have due notice and a copy of charges before trial. A sufficient notice is that a copy be mailed to the post office of his last known residence. No second trial can be had for the same offense. A member cannot be punished without trial, unless the offense be acknowledged. If the accused has not taken the Third Degree the lodge must be specially opened in the highest degree obtained by him in order that he may be present. The voting in such case will be by yes and no or by ballot.

The Sitting Past Grand is the proper officer to prosecute at a trial. He may appoint an assistant. A trial may be removed when sufficient grounds are given, by a majority of the members present. The accused may employ counsel. A new trial may be granted when it can be shown that the law has not been complied with, or the evidence was insufficient, or that the defendant was taken by surprise, and had not time to prepare his defense, or that since the conviction he has discovered

other testimony in his favor, which testimony he shall disclose in his application for a new trial. On trial the only persons allowed to discuss the question of guilt is the S. P. G. or prosecuting officer and the counsel for the accused. A Grand Master may suspend a lodge or take away its charter without a trial. If the charter be taken by the Grand Master he has the power to restore it. [See charges, evidence, penalties, punishment, witnesses, etc.]

VACANCIES.—If a vacancy occurs in the office of Grand Master, the Deputy Grand Master, ex-officio, becomes the Grand Master until the next meeting of the Grand Lodge, but the honor of Grand Master does not accrue to him unless elected thereto. If a vacancy occurs in any other Grand Lodge office the Grand Master appoints one pro tem. Absence three successive lodge nights vacates an office in the Subordinate Lodge, unless excused therefor. The suspension or expulsion from his lodge of a member holding office of any kind, vacates the office.

The filling of a vacated office to the end of a regular term, if elected or appointed thereto, entitles the one filling to all the honors of the office. [See suspensions, honors, office, etc.]

VICE GRAND.—The Vice Grand acts as Noble Grand in the absence of that officer. He performs all the duties of the Noble Grand, even to the conferring of degrees, but cannot deliver the Past Grand's charge. He may appoint the Subordinate officers of the lodge, in case the Noble Grand elect does not appear for installation and no one is elected to fill the vacancy. He must preside until the N. G. is installed. He appoints his own supporters at all times. He presides over the lodge in the absence of the Noble Grand, but may call a Past

Grand to the chair during initiation or the conferring of degrees. Makes a pass-word for retiring each night. Is generally one of the committee to examine Visiting Brothers. [See officers, qualifications, etc.]

VISITORS-VISITING.—A member of the order holding a legal card in date, signed by himself, and in possession of the annual traveling pass-word of that year, is entitled to visit any lodge to which he may apply, provided he can prove himself in the degree in which the lodge is open.

A lodge has no right to refuse admission to a visiting brother who has a proper card and is in possession of the proper pass-word and work. A withdrawal card is a proper card upon which to admit a visiting brother until twelve months from its date. The holder of an expired withdrawal card, dismissal certificate, or certificate from the Grand officers cannot visit a lodge. A member may visit his own lodge until suspended, but cannot visit any other without the pass-word. A member cannot visit a lodge on an encampment card.

An elective Grand officer may introduce visiting brethren in their own jurisdiction without the usual examination or card and pass-word, whom they know to be in good standing in the Order. A District Deputy Grand Master cannot introduce visitors. When a visiting brother is examined by a committee he must be introduced by the committee, if found worthy. After first visit it is not imperative to examine. When visiting a brother should present his card to the Guardian to be placed in possession of the lodge. The lodge, if satisfied, appoints a committee, one of whom must be in possession of the A. T. P. W., whose duty it must be to examine the visiting brother privately in that pass-word, lettering it. If satisfactory the committee examine him in the de-

gree in which the lodge is open. The visitor must write his name to be compared with his signature on the card. This is all done in the ante-room. The A. T. P. W. in use at date of card is the one to examine the visiting brother in. He is entitled to use that word until the expiration of his card. A visiting brother may be examined before the lodge opens. The Grand Master, when visiting officially, must wear the regalia of his office.

A lodge can visit another lodge in its own jurisdiction in a body without each member giving the pass-word. May visit a lodge in another jurisdiction, provided the N. G. has the A. T. P. W. and a card. Brothers and sisters of Rebekah Lodges can visit such lodges outside of their State by taking a card from their Rebekah Lodge under similar rules as above. All elective Grand Officers when visiting officially are entitled to the honors of the Order. District Deputies are also entitled when they appear on official duty. [See cards, officers, members, etc.]

VOTES—VOTING.—Voting in the Grand Lodge is by yea and nay. Except when a vote by lodges is called, every Past Grand present has one vote. When a vote by lodges is called each lodge has only one vote through its Past Grands, and if they are equally divided the representative casts the vote of the lodge. A vote by lodges upon any question may be required by any one lodge, or a representative.

In Subordinate Lodges, all voting, except provided for otherwise, is by the voting sign. In voting on applications for membership or for withdrawal cards, it is by ball ballot. If upon guilt or innocence of an accused member, or upon punishment after conviction, or for the election of officers, it is by written or printed ballot.

A member cannot vote who is over thirteen weeks in arrears. A majority of all votes cast is necessary to elect an officer. A blank vote must be counted. A majority of two-thirds of all the votes cast is required to expel a member, or to find guilty. All present must vote, if entitled, unless excused, or are interested as a party to the matter. [See Lodges, Subordinate, ballot, degrees, etc.]

WATCHERS.—A lodge has the right to spend its funds for watchers, but such funds must be raised outside of admission fees and dues. Watchers cannot be employed except provided by by-laws. [See nurse.]

WIDOWS.—The widow of a deceased Odd Fellow is a beneficiary of a funeral benefit. She is entitled to a funeral benefit if her husband was in good standing at death, and the by-laws so provide. If her husband commits suicide it does not deprive her of her right. The widow is entitled to a card if her husband died in good standing. Such card remains in force during her widowhood. [See cards, benefits, etc.]

WIDOW'S AND ORPHAN'S FUNDS—Are trust funds to be held sacred for the purpose for which they were raised. They cannot be diverted, or merged into the general fund. They are held for the benefit of the widows and orphans of deceased members of their respective lodges. Donations may be made from such funds to support Homes for widows and orphans, which have been established for their maintenance.

Widow's and Orphan's fund cannot be used as a funeral benefit for deceased member. Are in charge of a committee in each lodge as custodians, who may loan it when the purposes for which it was raised are kept in view, and in such way as to collect it when required. [See orphans, homes, and funds.]

WIDOW'S AND ORPHAN'S RELIEF ASSOCIATION.—Of Virginia, North Carolina, and West Virginia heartily commended, and the members urged to unite with it. Its principle office is in Richmond, Va.

WITNESSES.—The wife of a member cannot be made a witness against her husband, except the charges are for corporeal punishment of her. A former divorced wife may be a witness against her former husband. An accused party or his counsel shall always have the privilege of cross examining witnesses. A declaration in extremis can only be used as evidence after the death of the witness. The deposition of absent witnesses must be taken as follows: The party desiring the evidence must file with the Secretary of the lodge the interrogatives he wishes propounded to the witness. The Secretary shall deliver to the opposite party a copy of such interrogatives. The latter, within one week, must file counter-interrogatives with the Secretary. The Secretary forwards the interrogatives to the Noble Grand of the lodge of which the absent witness is a member, who, upon receipt of the interrogatives, will cause the deposition to be taken by some competent member, causing the answer to each interrogatory to be reduced to writing in the presence of the witness, who shall sign it, after which it shall be certified and sent under the seal of the lodge to the lodge from which it came.

The names of witnesses must be furnished the Secretary when charges are preferred. They must be notified to attend the meeting of the committee, and testify. If they fail to do so, must be reported to the lodge. [See charges, evidence, trials, etc.]

WORK OF THE ORDER.—The written work is that which is furnished to Grand and Subordinate Lodges. The unwritten work is only found in the diagrams and

secret journals of the Sovereign Grand Lodge. The Sovereign Grand Lodge controls and regulates the work of the order. It requires two-thirds of the members of that body to alter or amend the written work, and four-fifths of all the members, present or absent, to alter the unwritten work.

The only legal work is that adopted in 1880.

The work is communicated to Grand Lodges by their Grand Representatives. The prescribed work must be adhered to. No part of it can be written or printed except by the Sovereign Grand Lodge.

No lodge can have more than four copies of the Ritual. [See Ritual.]

The floor work, or diagrams and instructions recommended, can be used by lodges. Any number may be purchased by the lodge, but individuals cannot own them. Any floor work not contrary to the Ritual may be used, but not printed.

Dispensing with the use of books is a local matter. Spurious work or degrees are not allowed to be worked in a lodge room. Fire arms are not to be used in lodge work. The secret journal may be examined only by Grand Representatives. It is placed in charge of the Deputy Grand Sire during the session. Grand Lodges may exemplify the degrees in the presence of those qualified.

If any member of the order shall compose or write or print or sell, or exhibit or use or have in his possession, or shall aid or abet in such composing, writing, using, or exhibiting of any publication or device purporting to be the unwritten work of Odd Fellowship, he shall be expelled from the order.

No lodge or member can manufacture or sell photographs of scenes in the dramatized work.

A lodge cannot present a burlesque of any of the ceremonies of the order, either in public or private. [See offenses, charges, etc.]

YEAS AND NAVS.—The yeas and nays shall be ordered and recorded when demanded by one-fifth of the members present. They shall always be recorded when a vote by lodges is called.

FORMS.

NO. 1—PETITION FOR WARRANT FOR NEW LODGES BY FORMER MEMBERS.

NORTH CAROLINA,

.....County.

To the Grand Master of the Grand Lodge,

I. O. O. F. of North Carolina:

The undersigned, holding cards from Lodges legally recognized by our Order, respectfully represent that it would be to the interest of our Order to establish a Subordinate Lodge to be located at.....in.....County, N. C., to be entitled.....Lodge, No..... Wherefore your petitioners pray that a warrant may duly issue in pursuance of the laws of your Grand Body.

Dated at.....this....day of.....18..

Signatures.

NOTE.—This petition must be signed by five or more Scarlet Degree members holding unexpired withdrawal cards, and may also be signed by others holding dismissal certificates, and certificates from the Grand Secretary showing former membership, which must be sent with the petition.

NO. 2—PETITION FROM CITIZENS DESIRING TO BECOME MEMBERS FOR THE PURPOSE OF INSTI- TUTING A LODGE.

NORTH CAROLINA,

.....County.

To the Grand Master of the Grand Lodge,

I. O. O. F. of North Carolina:

The undersigned citizens of the county of.....and State of North Carolina, desiring to become mem-

bers of your Order, and believing it to be to the interest of the same to establish a Subordinate Lodge atin the county of, do hereby make application for membership for such purpose, and we hereby agree in case we are elected to membership to organize a Lodge at such time as may be set apart by you in a warrant to be issued for such purpose under the laws of your Grand Body.

Dated at.....this....day of.....18..

Signatures.

NOTE.—If acceptable to the Grand Master he refers it to some working Lodge, who examine into the fitness of the applicants, and ballot upon each name separately, reporting to the Grand Master the names of all rejected and those elected.

NO. 3—GRAND MASTER'S PERMISSION.

OFFICE OF GRAND MASTER, I. O. O. F. OF N. C.

....., 18..

To the Officers and Members of

.....Lodge, No.....

BRETHREN.—Permission is hereby granted, and you are instructed to entertain and ballot upon the applications contained in the foregoing petition for the purposes therein set forth.

You will please make return to me of the result as early as possible.

Fraternally,

.....Grand Master.

NOTE.—The ballot should be conducted as though the applicants were for membership in the Lodge, except no fees are to be charged.

NO. 4—RETURN TO GRAND MASTER.

Hall of.....Lodge, No....., I. O. O. F.

To the Grand Master I. O. O. F. of North Carolina:

At a meeting of our Lodge held on the....day of
.....a ballot was had upon the petitioners pre-
sented by you in your favor of....., the same
having been investigated according to law.

The ballot resulted in the election of Messrs.....
.....
and in the rejection of Messrs.....
.....

Fraternally yours,

....., *N. G.*

....., *Rec. Sec'y.*

[SEAL.]

Dated at.....this....day of.....18..

NO. 5—COMMISSION TO INSTITUTE A LODGE.

To.....

Reposing special confidence in your zeal and integrity,
you are hereby appointed specially to institute, in due
form of law, a lodge of our Order at
..... as requested by the signers of the peti-
tion herein enclosed.

You are, therefore, empowered to call to your assist-
ance a sufficient number of known and duly qualified
brethren of the Order and proceed to
at such time as will best suit all parties concerned, but as
early as possible, and proceed to initiate and confer the
three degrees upon such persons as have not already re-
ceived them, whose names appear upon the petition and

having been duly elected by Lodge, No., as required by law, and then and there institute a lodge according to the laws and usages of our Order, making due return to the Grand Secretary of this commission and of your acts in the premises as outlined on the opposite of this commission.

In Friendship, Love and Truth,

Attest: *Grand Master.*

..... *Grand Secretary.*

NO. 6—RETURN BY DISTRICT DEPUTY OR SPECIAL DEPUTY AFTER INSTITING A LODGE.

....., 18....

To *Grand Secretary of the Grand
Lodge of North Carolina, I. O. O. F. :*

DEAR SIR AND BROTHER :—Pursuant to the authority vested in me (by the within commission, if by Special or as District Deputy, as the case may be), I proceeded to in the County of and assisted by a sufficient number of known, approved and duly qualified brothers, did initiate and confer the three degrees upon the following petitioners, the same having been duly elected by Lodge, No., viz. :

.....
And the following were admitted to membership by deposit of card and as Ancient Odd Fellows

.....
and on the day of, 18...., instituted, in due form of law, Lodge, No., and

installed the following officers who were duly elected, to-wit :

.....
The petition, cards, certificates and result of ballot are herewith enclosed.

Yours fraternally,

.....
Special Deputy or District Deputy.

NO. 7—APPLICATION FOR MEMBERSHIP BY CARD.

....., 18....

*To the Officers and Members of Lodge,
No., I. O. O. F., of North Carolina :*

BROTHERS.—Herewith I present my withdrawal card from Lodge, No., State of and respectfully ask to be admitted a member of your Lodge, by deposit of same ; (if an Ancient Odd Fellow as an Ancient Odd Fellow.)

My residence is ; my age years ; and my occupation is

Fraternally yours,

.....
Recommended by

Refers to—

.....
.....

NOTE.—If the withdrawal card has been issued more than twelve months prior to the date of application, the applicant is an Ancient Odd Fellow, and must pay the initiatory fee. If, instead of a withdrawal card, he holds a dismissal certificate, or certificate from the Grand Secretaty, the word should be changed to suit the document.

NO. 8—APPLICATION FOR REINSTATEMENT.

To the Officers and Members of..... *Lodge, No., I. O. O. F. :*

BRETHREN.—Having lost my membership in your Lodge by suspension for the non-payment of dues, I hereby make application for reinstatement.

My residence is

My age

My occupation

The fee required by the laws of the Order accompany this application.

Yours fraternally,

.....

NO. 9—APPLICATION FOR MEMBERSHIP BY INITIATION.

To the Officers and Members of..... *Lodge, No., I. O. O. F. :*

GENTLEMEN:—Having formed a favorable opinion of Odd Fellowship I respectfully ask to be admitted to membership in your Lodge and, if admitted, I hereby promise and agree to abide by the laws, customs and usages of the Order, and especially of this Lodge. And I further agree that I will seek my remedy for all rights on account of such membership in the tribunals of the Order.

My residence is

My age is years.

My occupation

I respectfully refer to

Proposed by

Dated

*NO. 10—REPORT OF COMMITTEE ON APPLICATION.

The committee to whom the above application was referred have examined carefully the character and physical condition of the applicant and beg leave to report

.....

Fraternally,

..... }
 } *Com.*
 }

*NOTE.—This form may also be used in reporting upon applicants for reinstatement and deposit of card.

NO. 11—LETTER AUTHORIZING THE A. T. P. W.

Hall ofLodge, No....., I. O. O. F.,
, N. C.,, 18..

To the Noble Grand of any Lodge of the I. O. O. F.:

The bearer, Brother....., holding a legal card from this Lodge, dated this day of, 18.., for the period of months, is entitled to the A. T. P. W. for the current year, which please communicate to him after due examination, whereupon you will retain or destroy this letter.

....., *N. G.*

Attest:, *Secretary.*

[SEAL.]

Dated at, this day of, 18..

This letter should be sent with the card or as soon after issuing it as possible. If the card be issued in December and the letter in January following the “current year” should be changed to year in which the card is dated.

NO. 12—LETTER AUTHORIZING THE TERM P. W. TO
BE GIVEN.

Hall of Lodge, No., I. O. O. F.
To the Noble Grand of..... Lodge, No., I. O. O. F., under the Jurisdiction of the Grand Lodge of N. C.:

The bearer, Brother, a member in good standing of this Lodge, is entitled to the semi-annual P. W. for the current term, which please communicate to him after due examination, whereupon you will retain or destroy this letter.

Attest:, *N. G. Secretary.*

[SEAL.]

Dated at, this day of, 18..

It would be useless to send this to any Lodge outside of this State.

NO. 13—PETITION FOR AID.

CIRCULAR.

Whereas, Lodge, No., of the city of State of North Carolina, is under the necessity of appealing to her Sister Lodges for pecuniary aid, in consequence of

..... the Grand Lodge (or Grand Master) of the State of North Carolina recommends to the Subordinate Lodges to contribute to the aid of said lodge.

[SEAL] *Grand Master.*
..... *Grand Secretary.*

A lodge asking pecuniary aid, from any cause, shall make application to the Grand Lodge, or Grand Master. If the necessities of the case require it, he can call upon the lodges in other States through their Grand Lodge or Grand Master.

NO. 14—FORM OF ACCUSATION OR CHARGES.

To Lodge, No. I. O. O. F.,
North Carolina.

An accusation is hereby preferred against Brother of conduct unbecoming an Odd Fellow, as more explicitly appears in the following specifications, to-wit: He is charged, 1st, etc.

(Here insert the accusation.)

..... N. G.

When such accusation is presented to the N. G. he shall sign it and hand it to the Secretary for verification and further action.

NO. 15—NOTICE TO THE ACCUSED.

..... LODGE, No.,
I. O. O. F., N. C.
To

BROTHER—At the last meeting of our Lodge an accusation was preferred against you in words following, to-wit :

(Here insert a copy of the accusation.)

And the same has been referred to Brothers, and for the registry of the evidence, and I am directed to inform you that this committee will meet at, on, at which time and place you are requested to appear.

Witness the seal of our Lodge, this

..... Rec. Sec'y.

NO. 16—NOTICE TO SITTING P. G. OR PROSECUTING
OFFICER.

..... LODGE, No.,
....., North Carolina.

To the Sitting Past Grand:

BROTHER—I am directed to inform you that the committee appointed to register the evidence as to the accusation preferred against Brother, will meet, at, which time and place you are required to produce the witnesses sustaining the accusation.

Witness the seal of our Lodge, this
..... *Rec. Sec'y.*

NO. 17.—NOTICE TO COMMITTEE.

Hall of.....Lodge, No....., I. O. O. F.
....., 18....

To Brother.....:

You were appointed at our last regular meeting, held, as one of the committee to adduce the evidence on charges and specifications preferred in our Lodge against Brother.....

The time and place of meeting of the committee should be determined at once, so that due notice may be sent to the proper parties concerned.

Fraternally,

....., *Secretary.*

NO. 18.—SUMMONS OF WITNESS.

(Member of the Order.)

STATE OF NORTH CAROLINA, I. O. O. F.,

..... LODGE, No.

To Brother..... :

At the instance of....., we request that you will attend at....., on....., and there state to our committee any facts within your knowledge, touching the truth or falsity of a certain accusation heretofore preferred against our Brother,, and herein you will not fail, under penalty of fine, reprimand or suspension.

Witness our seal and the signature of our Recording Secretary, this.....

..... *Rec. Sec'y.*

NO. 19.—SUMMONS OF WITNESS.

(Not a member of the Order.)

STATE OF NORTH CAROLINA, I. O. O. F.,

..... LODGE, No.

To Mr. :

It having been suggested to us that your evidence, touching the truth or falsity of a certain accusation heretofore preferred against our Brother, will be of importance in its scrutiny, we respectfully request that you will be present at the meeting of our committee appointed to investigate the same, to-wit: on the.....at....., and there communicate any facts bearing upon the accusation that may be within your knowledge.

Witness our seal and the signature of our Recording Secretary.

..... *Rec. Sec'y.*

NO. 20—REPORT OF DELINQUENT WITNESS.

*(By the Committee)**ToLodge. NoNorth Carolina :*

Your committee would respectfully report that they caused a request to be delivered to Brother, of.....Lodge, No....., to give evidence at their meeting on....., in the matter of the accusation referred to us, but the said brother has failed to appear.

..... }
 } *Com.*

....., 18.....

NO. 21—NOTIFICATION TO WITNESS' LODGE.

(If a member of another Lodge.)

STATE OF NORTH CAROLINA, I. O. O. F.,
Lodge, No....

To....Lodge, No...., Greeting:

BRETHREN:—We have been advised by our committee that a request has been delivered to Brother of your Lodge to give his evidence at on, in a certain accusation now pending before us, but that he has failed to appear. You will therefore please to take such action thereon as will enforce his attendance.

Witness our seal and the signature of our Noble Grand and Recording Secretary, this day of....., 18..

.....*N. G.*.....*Rec. Sec'y.*

NO. 22—NOTICE TO HAVE DEPOSITION TAKEN.

(Witnesses whose presence cannot be obtained.)

STATE OF NORTH CAROLINA, I. O. O. F.,

.....Lodge, No....

To the Noble Grand of Lodge, No...., Greeting:

An accusation having been heretofore preferred in our Lodge against Brother, in words following, to-wit:

(Here insert accusation.)

And the following interrogatories (*and counter-interrogatories. if any*) having been filed for answer, we forward the same to you, and desire you to propound, or cause to be propounded to, residing at, and return his (*or their*) answer, signed by him (*or them*) as speedily as possible.

Witness our seal and the signature of our Noble Grand and Recording Secretary, this day of....., 18..

.....N. G.

.....Kec. Sec'y.

No. 23—RETURN OF DEPOSITION.

STATE OF NORTH CAROLINA, I. O. O. F.,

.....Lodge, No.

To Lodge, No., Returns Greeting:

In accordance to the wish made known to us, in your missive bearing date, we have caused the interrogatives therewith received to be propounded to, touching the truth of the accusation there-

in set out, and herewith return his (*or their*) answer signed as required, and do hereby certify the same to be duly taken.

Witness our seal and the signature of our Noble Grand and Recording Secretary, this day of 18.....

....., *N. G.*

....., *Rec. Sec'y.*

NO. 24—AN OBLIGATION.

(Which may be administered to the witness.)

You do sincerely declare upon your honor as an Odd Fellow, that the evidence you shall give in the matter of charges preferred against Brother, now pending, shall be the truth, the whole truth, and nothing but the truth. Thus you do affirm.

NO. 25—REPORT OF THE COMMITTEE.

(With evidence.)

STATE OF NORTH CAROLINA, I. O. O. F.,

To Lodge, No. :

The committee appointed to examine the evidence ad-
duced in the matter of the accusation against Brother
..... respectfully submit the accompanying
register as the result of their examination.

..... }
..... } *Com.*
..... }

....., 18

(A)

Register of evidence in the matter of the accusation

preferred against Brother, which is
in words following, to-wit:

(Here insert accusation.)

After due notice to the parties, the committee met at
., on the, the sit-
ting Past Grand being present on the part of the accusa-
tion, at which time certain witnesses also there, being
examined, made statements which are now reduced to
writing, and sub-signed as follows:

(Here insert the evidence.)

The foregoing is an accurate and impartial register of
all the statements of the above named witnesses material
to the points in issue.

.
. } Com.
.

NO. 26—CITATION TO APPEAR.

(*To the accused.*)

STATE OF NORTH CAROLINA,

. Lodge, No.

To Brother:

At our next meeting, to-wit: on the,
our lodge will proceed to make scrutiny touching the
truth of an accusation heretofore presented against you,
of which you now already have notice, at which scrutiny
you are cited to appear.

Witness our seal and the signature of our Recording
Secretary, this day of, 18. . . .

. *Rec. Sec'y.*

NO. 27—PRAYING FOR REMOVAL.

STATE OF NORTH CAROLINA, I. O. O. F.,

..... Lodge, No.

To the Officers and Brothers of

..... Lodge, No., I. O. O. F. :

The undersigned, honestly believing that he cannot have an impartial trial at the hands of your lodge, in the matter of the accusation now pending against him, respectfully prays that the same may be removed for trial to some sister lodge, in accordance with the provisions of Rule 29 of the Code of Trials. This the day of, 18....

Fraternally,

.....

NO. 28—REMOVAL NOTICE.

STATE OF NORTH CAROLINA, I. O. O. F.,

..... Lodge, No.

To Lodge, No., sends Greeting:

A certain accusation having been heretofore presented against our Brother, and the evidence in the matter having been properly examined, it has been suggested to us that the accused will not receive impartial trial at our hands, wherefore, lest we might unwittingly do injury to our brother, we have caused the matter to be removed to your recognizance, and to that end herewith transmit the accusation and register of evidence, requesting that you will hear the same, and make such determination thereon as to you may seem fit in the premises. Our sitting Past Grand will represent us at the scrutiny.

Witness our seal and the signature of our Recording Secretary, this day of, 18....

....., *Rec. Sec'y.*

No. 29—RETURN FROM LODGE TRYING ACCUSATION.

(When removed.)

STATE OF NORTH CAROLINA, I. O. O. F.,

..... Lodge, No.

To Lodge, No., returns Greeting :

Touching the matter of the accusation against.....
 removed for our cognizance, by your letter bearing date, we caused the parties to appear before us, at our regular meeting on the
, at, (and the accusation being sustained, the following punishment awarded, to-wit:....., or if not sustained the accused was acquitted,) we therefore, return the accusation and register of evidence, and also transmit a certified copy from the record of our proceedings in the matter.

Witness our seal and the signature of our Noble Grand and Recording Secretary this day of 18...

....., *N. G.*....., *Rec. Sec'y.*

No. 30—APPEAL—NOTICE OF.

To Lodge, No., I. O. O. F. :

Take notice that the undersigned hereby appeals from the action and judgment of this Lodge in the matter of the accusation preferred against him, and which was tried in this lodge (or if removed mention lodge to which removed) at the meeting on the....day of....., 18...., on the following grounds:

First, The evidence was insufficient to sustain said charges:

(Here insert wherein the evidence was insufficient.)

Second, Errors committed at the trial, and by the Committee, as follows:

(Here insert the errors complained of.)

Dated at....., N. C., this.....day of
....., 18....

Fraternally,

.....

NO. 31—APPEAL TO GRAND LODGE.

To the Grand Lodge, I. O. O. F. of North Carolina:

The undersigned, a member of.....Lodge, No....., hereby respectfully appeals to your Grand Body from the action of said lodge (or naming lodge) in (here state the action complained of, and the grounds upon which the appeal is based).

Your appellant asks that you will reverse said action, or grant such other relief as you may deem the case demands.

Fraternally,

.....

Residence.....

NO. 32—CERTIFICATE TO PAST GRAND.

.....Lodge, No....., 18....

This is to certify that our well beloved Brotherhas served a term as Noble Grand ofLodge, No....., and is entitled to the Past Noble Grand's and the Grand Lodge degrees. Given under our hand and the seal of our lodge, this.... day of....., 18....

....., N. G.

....., Sec'y.

[SEAL.]

NO. 33—CERTIFICATE OF REPRESENTATIVE TO THE
GRAND LODGE.

Hall of.....Lodge No....., 18....

This is to certify that Brother.....P. G.,
has been duly elected Representative to the Grand Lodge
for one year (or if to fill vacancy, say Vice-Bro.....
resigned or died, as the case may be), from the second
Tuesday in May, 18...., and if unable to be present,
Bro....., P. G., has been duly elected
alternate.

Given under our hand and the seal of our lodge this
.....day of....., 18....

....., *N. G.*

.....*See'y.*

[SEAL.]

NO. 34.—PUBLIC PROCESSION.

(Subordinate Lodge.)

Music,

(if any.)

Marshal.

Outside Guardian,

(drawn sword.)

Escort. Banner, Escort.

(if Lodge has one.)

Scene Supporters,

(white wands.)

Initiatory Members,

(two or four abreast.)

First Degree Members,

Second Degree Members,

Third Degree Members,

Past Grands,

(in order of seniority).

Inside Guardian,

(with sword).

Conductor. Chaplain. Warden.

Secretary. Treasurer. Secretary.

Supporter.	Vice Grand.	Supporter,
(Carries wand)	(Carries gavel.)	(Carries wand.)

Supporter.	Noble Grand.	Supporter,
(Carries wand.)	(Carries gavel.)	(Carries wand)

NO. 35—PUBLIC PROCESSION.

(*Grand Lodge.*)

Music.

Grand Marshal.

Escort. Banner, Escort.

(Carried by Grand Herald.)

Grand Guardian,

(with drawn sword.)

Past Grands and Past Officers,

(in order of seniority.)

Grand Secretary. Grand Treasurer.

Grand Conductor. Grand Chaplain. Grand Warden,

P. G. Master. Deputy Grand Master. P. G. Master.

Grand Rep. Grand Master. Grand Rep.

When Marching,

Grand Lodge, Sub. Lodge.

: : : : :  : : : : :
 : : : : : : : : : :

A FEW SUGGESTIONS ON PARLIAMENTARY POINTS.

Do not forget that local law, however unwise it may be, supersedes parliamentary rules, but in the absence of such law, established customs govern. Do not forget that the greatest minds on earth regard inflexible rules as necessary to secure well defined action in deliberative assemblies. Do not permit thoughtless advocates of loose methods to ridicule you out of a demand that business be transacted according to parliamentary forms. Do not make yourself appear ridiculous by saying something out of place, viz.: do not say support when you mean second, or accept when you mean adopt, or receive when you mean concur, or move to rescind a fine when you mean remit. Do not confuse lay on the table with postpone. Do not forget that you may have forgotten something and always "think before you speak."

Do not forget that calls for the question, no matter how loud, does not compel the chair to take the vote.

Do not forget that there are many men of many minds, and if they cannot see it as you do, may be you are wrong and not they.

PARLIAMENTARY POINTS.

INTRODUCTION OF BUSINESS.—Business must be presented either by report, resolution, communication, or motion. Reports, resolutions, and communications are always written. Motions are reduced to writing by the request of a member. Reports, resolutions, and communications are received without a motion to receive, unless objection is raised, when it becomes necessary to move to receive.

When a report or communication is presented, the presiding officer asks: "What will you do with it?" This opens the way for a motion disposing of it.

A resolution or motion is before the assembly as soon as read, or made and seconded, unless some fixed rule disposes of it, and the presiding officer states the question as being "on the adoption of the" "Are you ready for the question?"

PRINCIPAL MOTION.—Must give way to everything except another principal motion.

It is not before the lodge or meeting until seconded or stated by the presiding officer.

If required, must be made in writing. Should be stated by the Chair in the original language. Chair may suggest to the mover any modification or addition before stating.

Can be withdrawn by unanimous consent.

DIVISION OF A QUESTION.—When the language will permit any question may be divided and a separate vote taken on each section. A division of the question may be had by consent, but if objected to, a majority of votes

requires it. On the division of a question it is subject to everything, except cannot be included with motion to adopt, or combined with anything else.

DEBATE.—A member desiring to speak must rise and address the presiding officer by title of office, waiting until recognized by that officer before commencing to speak.

He must confine his remarks to that which has a bearing upon the subject under consideration, using decorous language.

The mover of a question is first entitled to be heard, though some other may have risen to speak.

The chairman of a committee is entitled to close the debate on his committee's report, even after the previous question has been ordered.

A member may vote against his own motion, but can not speak against it.

TO STOP DEBATE.—The Chair has no power to stop debate by rising to put the question, unless every member has had an opportunity to be heard. The following motions close debate while pending: Previous question, lay on the table, or to adjourn. An order closing debate at a certain time being adopted, closes it at that time.

A motion limiting time which any member may speak is in order, or the number of times he may speak (not more than twice in the Grand Lodge).

A motion to close or limit debate is not debatable, and should require a two-thirds vote to adopt.

COMMITTEES AND REPORTS.—Committees, unless otherwise ordered, are appointed by the presiding officer. They must follow instructions.

The person first named is temporary chairman.

Reports, except of progress, should be written and signed.

It is received by general consent, without a motion to accept.

It becomes the property of the Body, and is subject to its rules, or may be disposed of by motion to adopt, reject, lay on the table, postpone, or re-commit.

Such motion becomes principal motion, and is subject to everything it otherwise would be.

The acceptance of a committee's final report discharges the committee, but a re-commitment re-appoints it.

When a majority and a minority report is made, the majority report must lay on the table until the minority report has been read.

A motion to adopt the majority report is first in order. The minority report may be substituted for the majority by a motion made and adopted.

Report of a committee may be considered in sections, if the form will admit, but the sections adopted must be afterwards voted upon as a whole.

A matter referred to any committee may be recalled at any time.

A motion to recall, ranks as a motion to reconsider, and is subject to the same rules.

QUESTIONS OF PRIVILEGE.—A question of privilege may be raised while a member is speaking. It requires no second, and is decided by the chair. An appeal from the chair's decision is allowed.

It is not debatable unless the chair invites discussion. It is subject to lay on the table previous question, postponement or commitment.

It is considered a personal matter.

TO SUSPEND A RULE.—Requires a two-third vote. Is generally considered an agreement between the membership. It is not debatable and cannot be laid on the table,

postponed, committed, reconsidered or amended. Does not set aside or repeal a law.

PREVIOUS QUESTION.—Is more a proposition to stop debate on a subject under consideration. Its adoption or rejection does not adopt or reject the original motion or matter under consideration.

When there is no rule governing a call for the previous question it requires two-thirds to adopt.

It applies to all debatable questions. A member may offer a motion and at the same time move the previous question, which, if seconded, must be put.

If adopted, or as is usually called sustained, it precludes all further amendments or discussion.

If an amendment to a matter is before the house, the demand for the previous question includes the original matter unless it is so stated.

When a question of privilege is before the house and the previous question is ordered its effect does not go beyond the question of privilege.

The usual mode of testing a call of the previous question is: The presiding officer asks, "shall the main question be now put; all in favor of the main question being now put will vote, etc."

TO RECONSIDER.—A motion to reconsider is not in order while any motion or matter is before the Body.

It must be made by one who voted with the prevailing side.

Must be made at the same meeting, or within the time prescribed by rules.

It is debatable if the question to be reconsidered is debatable, otherwise it is not.

If carried it brings the matter reconsidered before the body as though no vote had been taken upon it.

It cannot be applied to any matter which cannot be reversed.

It cannot be amended or renewed. It cannot be applied to affirmative vote to it, or taken from, to adjourn, or to suspend rules.

It is subject to previous question or motion to adjourn. May be postponed or laid on table which cannot be reconsidered and disposes of the question. It requires only a majority vote. Cannot be combined with, rescind or anything else.

POSTPONE INDEFINITELY.—A motion to postpone indefinitely is debatable. It can only be amended by fixing a day certain.

It may be laid upon the table or committed where rules otherwise allow. It cannot be reconsidered.

The previous question applies to a motion to postpone.

If carried the subject cannot be considered again during the session (except by unanimous consent, obtained without debate).

A session usually means, in the Grand Lodge, one year. In Subordinate Lodges meeting weekly or semi-monthly it means six or twelve months, or a term.

POSTPONE TO A GIVEN TIME.—Cannot be reconsidered. May be taken up before expiration of time by a two-thirds vote. It is debatable. May be amended, only to change time.

At the expiration of time it comes up as unfinished business. May be laid on the table, and is subject to previous question.

LAY ON THE TABLE.—A motion to lay on the table is not debatable.

If adopted it removes the subject until taken from the table by a majority vote.

It carries with it everything pertaining to the subject, except when applied to appeals, (or when an amendment

to a principal motion is tabled in the Grand Lodge,) or specific rules otherwise provided.

A subject laid upon the table may be taken from the table at any time after intervening business.

A motion to take from the table is not debatable.

A motion to lay on the table cannot be amended, postponed, committed or renewed.

TO COMMIT—RECOMMIT.—A motion to commit a matter may be made at any time, except after an affirmative vote to lay on the table the previous question or to postpone.

A motion to commit or re-commit is in order when amendments are pending

If a motion to commit is carried it removes the whole subject.

A motion to commit with instructions is in order.

A motion to commit or re-commit is subject to lay on the table the previous question, to postpone or amend.

It is debatable and opens the principal question to debate.

May be reconsidered, and if so it recalls the matter from the committee.

TO AMEND.—Amendments must be seconded. An amendment must be acted upon before the principal motion.

Ordinarily an amendment cannot be laid upon the table, postponed or committed without carrying the principal motion with it, but the Grand Lodge rules provide differently.

An amendment to the principal motion is not in order after the previous question, to lay on the table, postpone or commit has been ordered.

Amendments that are indefinite or absurd are in order, provided they have a bearing on the subject.

Amendments designed to give a negative to the principal motion, or to entirely change its meaning, are in order.

Amendments are merely propositions to strike out, or insert, or both, or to add to, and their adoption or rejection does not adopt or reject the principal motion.

An amendment to an amendment is in order and must be disposed of before the amendment to the principal motion can be considered.

An amendment to an amendment cannot be amended.

TO ADJOURN.—A motion to adjourn, if adopted, cuts off all business. If defeated it cannot be repeated again until after intervening business.

In societies having a closing service a motion to adjourn is understood to mean to proceed to close.

If the regular order of business has not been completed, a motion to adjourn is practically to suspend a rule, and it should require two-thirds to adopt. If adjournment is had while business is pending, except final adjournment of annual or special session, the pending business comes up as unfinished at next session.

A motion simply to adjourn cannot be laid on the table, postponed, committed, amended, reconsidered or debated. Is always in order, except when the floor is occupied or the chair has risen to take a vote,

ADJOURN TO A GIVEN TIME.—A motion to adjourn to a given time is subject to everything. It is not in order if any motion is pending.

A body holding annual meetings can adjourn from day to day, but if a longer time is desired a special session should be called. A body holding weekly or semi-monthly meetings cannot hold adjourned meetings. All other than regular meetings must be called as provided by their law.

A motion "that when we adjourn," etc., is subject to everything.

COMMITTEE OF THE WHOLE.—There are times when it is proper to go into committee of the whole, viz: In consideration of by-laws or other matter which is not in definite shape, and it is desired to consider it informally. The proper motion to accomplish this would be: "I move that we go into committee of the whole for the purpose of considering, and that we now take a recess for that purpose."

This motion is subject to the same conditions as a motion to commit.

When carried the Chair appoints a chairman to preside.

Propositions are passed upon by general consent. The only motions are, to adopt, to amend, to rise and report, and if the report is not final, to ask leave to sit again, giving time and place.

RENEWAL OF A SUBJECT.—The subject of any defeated motion or matter may be reintroduced at any time after intervening business, but the language must be so changed as to justify the chair in entertaining it as a new proposition, otherwise the only possible way is a motion to reconsider.

An amendment that has been defeated may be introduced as an independent motion or resolution if the sense will admit.

The above rules cannot be applied to any matter that has been laid upon the table, postponed or committed, nor to a motion to reconsider or to appeal.

Motion to adjourn, to suspend rules, or take up regular order can be renewed after intervening business without a change of language.

APPEAL.—An appeal from the decision of the chair is

not debatable. The chair has the right to state his reasons and so has the appellant.

It is subject to be postponed, laid upon the table, reconsidered or to the previous question.

It is not in order while another appeal is before the house. It requires only a majority vote to overrule unless the rules should otherwise provide. It cannot be amended, and it must receive a second.

TO SUBSTITUTE.—This is a motion really to amend, and cannot be otherwise applied. It is a proposition to take a resolution or report, in whole or in part, from before the house and put another in its place. Therefore it is subject to the same rules as an amendment.

FILLING BLANKS.—Reports, resolutions, bonds, etc., frequently require that blanks giving time or amounts be filled by the lodge or meeting.

It is proper in such cases to receive nominations covering amounts, times, etc., without necessarily making a motion. Then dispose of them by voting on the largest amount or the longest time first, and continuing down until the requisite majority is reached on a proposition. The proposition first receiving this majority is the sense of the meeting.

STRIKE OUT AND INSERT.—Motion to strike out and insert is a form of amendment and subject to the same rules, except as hereafter noted. A motion to strike out and insert may be amended. But if adopted cannot afterward be amended. May be reconsidered then amended and re-adopted. Words stricken out cannot be restored, unless with additional words.

May be divided if each section forms a complete proposition.

If divided the vote first taken is upon the proposition to strike out.

If divided and motion to strike out lost, the motion to insert must still be voted on.

A motion to strike out certain words (A. B.) and insert other words (C. D.) being lost, a motion to strike out A. B. and insert different words (E. F.) is in order, or to strike out A. B. and insert C. D. and additional words, or, to strike out different word and insert the same words C. D. or, to strike out A. B. and insert nothing, or, additional words, is in order.

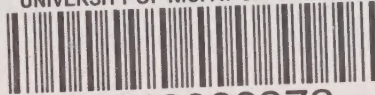
A motion to strike out certain words, X. Y. and Z., being lost, a motion to strike out X. or Y. or Z., is in order.

300-
375-
225-

\$6.00



UNIVERSITY OF N.C. AT CHAPEL HILL



00048089272

FOR USE ONLY IN
THE NORTH CAROLINA COLLECTION

